

UNITED STATES OF AMERICA GENERAL SERVICES ADMINISTRATION

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Thomas Keenan (LA)

Dear Tom.

Please accept ny appreciation for an assignment well done as a member of the FY 1977 GS-13 Evaluation Board.

Your full-time service with the Board represents a major contribution to the Directorate's Program of personnendations, career development, and other matters have been

I believe you will find on return to your regular duties that this time spent with the Board has broadened and sharpened your own focus on the personnel aspects of more than ever our need for carefully and candidly written

Sincerely,

Deputy Director for Operations

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1 9 MAR 1975

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT : Appointment of Mr. Thomas J. Keenan as Chief, Mexico and Central America Branch

1. The appointment of Mr. Thomas J. Keenan as Chief of Our Mexico and Central America Branch, a GS-15 position, effective in June 1976 is recommended. Mr. Keenan would replace Mr. Jack F. Mathews who is presently Chief, Mexico Branch.

2. Mr. Keenam has been an employee of the Agency since May 1957, and is currently attending the Army War College. His biographic profile and two most recent fitness reports are attached.

Richard S. Sampson Chief Latin America Division

Attachments
Blographic Profile
Fitness Reports
Photograph

The recommendation in paragraph 1 is (JAPPROVED

Deputy Director for Operations

2.7 Noval 1976

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MEMORANDUM FOR: Deputy Director for Operations

SUBJECT:

Recommendation for Promotion to Grade GS-15
Thomas J. Keenan

1. WH Division recommends that Nr. Thomas J. Keenan be promoted to 65-15.

2. Mr. Keenan has been serving as COS, Kingston since October 1973. He was selected for this important position as a result of the high level of performance turned in by him in his previous field tour as Deputy Chief of Station. Lima. In Kingston he has inherited a Station in which, because of circumstances beyond control of Agency personnel, the incumbent faces enormous operational and circumstantial difficulties.

challenge in rebuilding operational activities practically from scratch. In spite of the short time in which he has been in place he is off to a promising start and has already demonstrated the qualities of leadership and imagination which we expected of him. He has shown soundness in directing his two subordinate officers and in counseling them on how to achieve desired objectives in specific operational situations. He has likewise maintained excepted the acting principal officer who in turn has shown himself to be a strong supporter of the Station's efforts.

3. It is noteworthy that Mr. Keenan has been able to maintain the Station's morale at an acceptable level in the face of the extremely difficult law and order situation in Kingston where personnel must live in constant daily fear for the well-being of their dependents.

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6. This Division believes that the performance of Mr. Keenan in this initial period of his first experience as Chief of Station amply justifies the confidence and trust placed in him when he was chosen to occupy that

David A. Phillips Chief Western Hemisphore Division

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26 JUL 1973

NENDRANDUM FOR: Director of Central Intelligence

THROUGH

: Deputy Director for Operations

SUBJECT

Appointment of Mr. Thomas J. Keenan as Chief of Station, Kingston, Jamaica

1. The appointment of Mr. Thomas J. Keenan, GS-14, as Chief of Station, Kingston, Jamaica, a GS-14 position, effective on or about 1 September 1973, is recommended.

2. Mr. Keenan has been an employee of the Agency since May 1957; and is presently assigned as Deputy Chief of Station; Lima, Peru, a 65-15 position. He has also served overseas in Mexico City A biographic profile; including information regarding his Agency experience and training, and the two most recent fitness reports are attached. There is no foreign language requirement for assignment to Kingston.

David A. Phillips Chief. Western Hemisphere Divysion

Attachments Biographic Profile (Parts 1 & 2) Eltness Reports Photograph

SUBJECT: Appointment of Mr. Thomas J. Keenan as Chief of Station, Kingston; Jamaica

The recommendation in paragraph 1 is (APPROVED ()DISAPPROVED

The recommendation in paragraph 1 is ()APPROVED ()DISAPPROVED:

Output

Director of Central Intelligence

Date

Date

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LIMITED OFFICIAL USE

THE WHITE HOUSE

Keenan, Xoneo J

June 12, 1972

MEMORANDUM FOR JIM LUDLUM

SUBJECT: COURTESIES EXTENDED BY GIA PERSONNEL
DURING MY RECENT TRIP TO LATIN AMERICA

I want to thank you most sineerely for the courtesies extended by your Station Chices and other personnel during my recent visit to Latin America.

Without exception, your people were most gracious and helpful.

They were also forthright with respect to both their activities and their problems in dealing with the narcotics target.

It was quite apparent that you and Ted Shackley have succeeded in conveying to the field the message about what the Agency is supposed to be doing in the drug field.

If the appropriate occasion should arise, I would appreciate your conveying my appreciation to Messes. Horton, Kiyonaga, Reife, Keenan, Thayer, Dickens and

Walter C. Minnick

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23 (25 1971)

MEMORANDUM POR: Deputy Director for Plans

SUBJECT

Appointment of Mr. Thomas J. Reenan, GS-14, as Deputy Chief of Station, Lina, Peru

1. The appointment of Mr. Thomas J. Keenan, GS-14, as Deputy Chief of Station, Lima, Peru, effective on or about 15 October 1971, is recommended. Mr. Keenan would replace Mr. Charles B. Dickens.

2. Mr. Keenan has been an employee of the Agency since May 1957. He is currently assigned as an operations officer in Bogota. Mr. Koenan has also served a tour in Mexico City. He has an excellent command of the Spanish

3. A biographic profile, including information concerning his Agency experience and training, is attached.

Western Hemisphere Division

1 Attachment Biographic Profile (Parts 1 & 2)

The recommendation in paragraph is APPROVED.

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17 JUL 1967

MEMORANDIM FOR: Chief, Records and Control Division

Bxecutive Secretary, Homor and Merit Awards Board FROM

SUBJECT Custody of Honor Avard presented to Mr. monas J. Keenan

Because of security restrictions, the Honor and Merit Awards Board is acting as custodian of the subject's Honor Award and related papers listed below: Certificate of Merit

When security restrictions no longer prevail, the Awardee may obtain his award by calling the Executive Secretary.

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Distribution:

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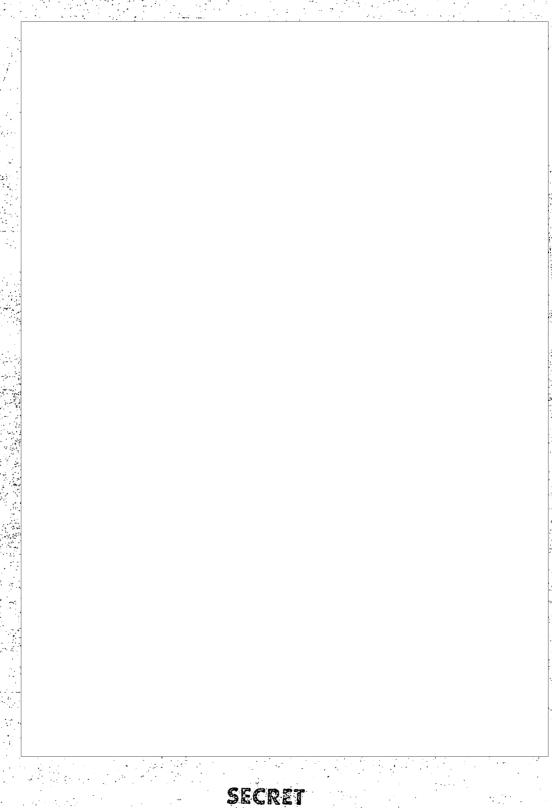
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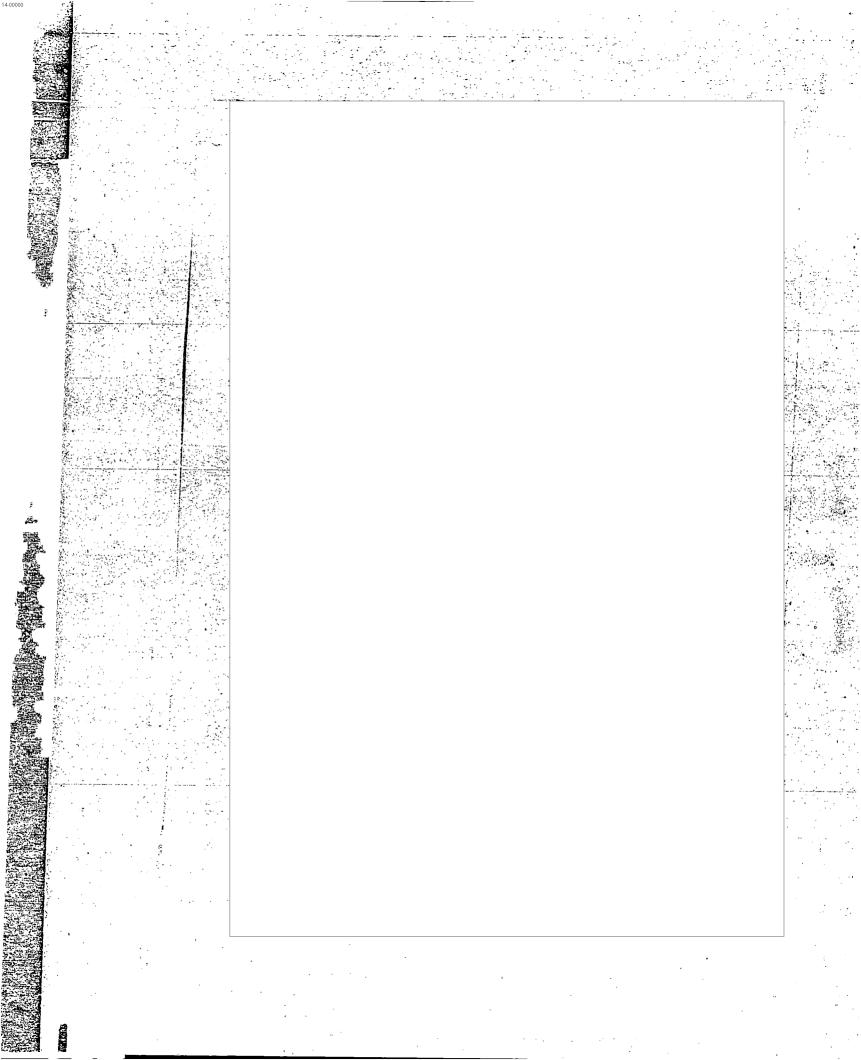
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1 March 1967

MEMORANDUM FOR: Secretary, CSCS Panel, Section &

SUBJECT

Recommendation for Promotion:
Thomas J. Keenan

Is The promotion of Mr. Thomas J. Keenan to GS=13 is strongly recommended. Mr. Keenan embodies the principal qualities of the all-around operations officer. He is intelligent, perceptive and analytical. He quickly grasps the essentials of a problem. He is aggressive, very industrious, and always works offectively. His field experience consists of two fours of daty in Mexico where he began as a junior case officer and developed rapidly to the point where he was handling an extremely heavy load of important and complex cases.

The experience he gained was broad in nature. Also involved was the supervision of up to people, including other officers and agents. Mr. Keenan himself responds extremely well to enlightened supervision and is quick to profit from the guidance of his supervisors.

- 2. For the past two years Mr. Keenan has worked on the FI Staff of the WH Division providing supervision and guidance for FI/CI activities of the Division. He has been most effective in this role which requires dealing on a day-to-day basis with officers, many of whom are senior to him.
- 3. He participated as the Number 2 man on a Headquarters Task Force supporting the President's visit to Mexico last year. His work was highly effective. Nir. Keenan demonstrated a thorough knowledge of Headquarters' procedures and an ability to get things done. Mr. Keenan will shortly be assigned as

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Operations Officer to Bogota, Colombia where there are targets of an increasingly serious nature requiring highly professional operational approaches.

S. Based on his experience and proven ability demonstrated by sound accomplishments as a case officer and as a Headquarters staff assistant, Mr. Reenan is regarded as having superior potential. It is recommended that he be promoted to GS-13.

William V. Bros

Chief

Western Hemisphere Division

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8-E-C-R-E-T CENTRAL INTELLIGENCE AGENCY WASHINGTON, D.C. 20505

TO : Thomas Keenan

SUBJECT: TDY in the Dominican Republic

Many fine things were done in the Station and in the hinterland by all of you.

tolling over midnight reports.

Place. The dedication, discipline, and routine of our personnel placed them in a class apart.

To the sense of pride and accomplishment you must already feel, I want to add the gratitude and admiration of the DDP and of the Agency.

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Richard Holms
Deputy Director of Central Intelligence

S-E-C-R-E-T

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30 JUL 1964

MEMORANDUM FOR: Socretary, CSCS Panel (Section B)

SUBJECT

Recommendation for Promotion to Grade GS-12 Mr. Thomas J. Keenan

1. It is recommended that Thomas J. Keenan be promoted

2. Mr. Keenan is thirty-four years old and has been with the Agency since 1957. While in grade as GS-11 only for the past year or so, he has been performing at a level even higher than the proposed GS-12 for more than three years, supervising the activities of up to contract agent:

3. The following quotation from the latest annual fitness report represents the best justification for this request:

"Subject's duties and responsibilities involve management and supervision of some of this Station's most successful and most sensitive operations. The fact that Subject has responsibilities comparable to any officer up to four grades higher than his speaks for the trust COS has in him and for his continued exceptionally proficient performance."

Desmond FitzGer/Fld
Chief
Western Hemisphere Division

SECRET Keenen, Thomas John Daughter 65-067 There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on Promoture birth This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

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Secret

29 December 1960

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT

Recommendation for Promotion to Grade 03-10 Mr. Thomas J. Keenan

- 1. Thomas J. Remain entered on duty with CIA on 20 May 1957 as a Junior Officer Traines. He was assigned to WH Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1939. He served ably as operations officer on the Miceraguan and Costa Rican dask. Since 3 February 1960 he has been an Operations Officer at the Mexico City Station.
- 2. Eseman is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual; interested and cooperative; and gives promise of being a sound intelligence officer.
- 3. The above recommendation has been submitted previously under the dates of 12 August 1959, 5 January 1960 and 30 June 1960. An efficiency report from the Marico City Station dated 12 December 1960 states that Mr. Keenan is an unusually effective case officer and is making an outstanding contribution to CIA operations in that area. This report further indicates that Keenan has been assigned duties which would normally be performed by a much senior officer and has carried them out in a most commendable manners.
- 4. On the basis of his qualifications and past performance, it is recommended that Mr. Keenan be promoted to Grade OB-10.

R w King Fr.
J. C. KING Fr.
Chief.

Western Hemisphere Division

APPLICATION FOR MEMBERSHIP IN THE CAREER STAFF

To the Chief, KUBARK

Siri

I submit herewith my application for membership in the Career Staff defined below:

The Career Staff is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Organization, and who intend to make a career with the Organization."

In accordance with this definition; I desire to devote myself to the faithful performance of duty in the Organization, and Laccept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Organization. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Organization and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available of to be made available in the future to members of the Career Staff of the Organization.

MEMBERSHIP IN THE CAREER STAFF APPROVED, TO TAKE EFFECT 2 011

FOR THE CHIEF, KUBARK EXECUTIVE DIRECTOR KUBARK SELECTION BOARD Eligibility Date: 20 May 1960

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30 June 1960

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT

Recommendation for Promotion to Grade GS -10 Nr. Floras J. Leenan

1. Thomas J. Leenan entered on duty with CIA on 20 May 1957 as a Junior Officer Traines. He was assigned to WH Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1959. He served ably as Operations Officer on the Micaragus and Costa Rica Deak. Since 3 February 1960 he has been an Operations Officer at the Mexico City Station.

- 2. Keenem is equipped intellectually and emotionally to de fine work, and his potential for a good career is high. He is alert and constientions. He takes on pew tasks readily and accomplishes his objectives with theorogeness and dispatch. He is enthusiastic and inaginative. He gets on well with his co-workers and is highly motivated. Keenen always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a cound intelligence officer.
- 3. The above recommendation has been submitted previously under the dates 12 August 1959 and 5 January 1960. The manufacture of 5 January 1960 added that since 12 August 1959 Mr. Keeman's performance continued to be of a high caliber. Although Subject's personnel file contains no evaluation yet of his work at the Maxico City Station, the Headquarters Section Chief, who visited the Station in April 1960 observed that Subject was doing arcellant work.

it is recommended that Mr. Keenan be promoted to grade GS-10.

. C. KDEO

Western Hexisphere Division

5 January 1960

NEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

BURJECT

Recommendation for Promotion to Grade 68-10 Mr. Thomas J. Keenan

1. Thomas J. Keenan entered on duty with CLL on 20 May 1957 us a Junior Officer Trainee. He was assigned to MH Division for a one year tour effective 6 January 1958 • d was changed to staff employee on 25 January 1959. He has rec. ly been assigned as Operations Officer on the Bicaragua and Costa Rica Desk.

- 2. Keenan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.
- 3. The above recommendation was previously submitted under date of 12 August 1959. Since that date Mr. Keenan's performance has continued to be of a high caliber. He is now undergoing additional training for his assignment to the Mexico City Station in Pebruary 1960.

4. On the basis of his qualifications and past performance, it is recommended that Mr. Keenan be promoted to grade GS-10.

J. C. KING 6

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Western Hemisphore Division

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12 August 1959

MEMORARDUM FOR: Secretary, CS/CS Panel (Section C)
SUBJECT: Recommendation for Promotion - Thomas J. ERMAN

1. Thomas J. Keenan entered on duty with CIA on 20 May 1957 as a Junior Officer Trainee at CB-7. He was assigned to MI Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1959. At present he is assigned as Operations Officer on the Micersqua and Costa Rice Deak.

- 2. Essuan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthuskestic and imaginative He gots on well with his co-workers and is highly motivated keenen always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.
- 3. On the basis of his qualifications and past performance, it is recommended that Keenan be promoted to grade G8-10.

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Dosk Reportings WHATICO

JOT's Specific Duties Nows Presently in training

G3 Level of the tork to thich He is Assigned: Prior to present training assignment his work assignments on the Paxican desk yathed from a GS-3 to a GS-7 level GS level of His Performance: GS-7 For How Long: Approximately two months

The Quality of the Lora He Performs During his short period on the Mexican desk Mr. Keenan's performance was excellent. Attituces:

- (a) Tovard His lor : Excellent
- (b) Toward his Associates (Does He Gut Along Vell with People?): Excellent, he gets along extremely weel with his associates.
- (c) Toward the Agency (Caroor): Excellent

Supervisory Ability (17 demonstrated): NA

what do You estimate His Growth Potential To Bo? On what he demonstrated in a short period of time in Keenan should rapidly develope into a valuable employee with a high potential.

Figure for him: Upon completion of his present training he will be reassigned to WH/Paxico for opproximately one year of desk training.

Lould You Concur in a Recommendation That He Be Promoted?

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To Cordera 4 June 1958 REQUEST FOR PERSONNEL ACTION 1. Serial No. 2. None (Lost-First-Middle) J. Dre Ca Buth 4. Vet Pref. 6. CS . ECU KEENAN, Thomas J. SCD 8. CSC Raine 9. CSC Or Other Lagel Authority Do: D. April Allidar LCD 13. 7 PREVIOUS ASSIGNMENT 14. Organizational Designations Code 15. Location Of Official Station DDS/OTR Station Code Junior Officer Trainee Corps Washington, D.C. 16. Dopt. Field 17. Position Title Uelia. 18. Position No. 19. Sare 20. Occup. Sarias JOT U 748.16 œ 21. Grado & Saop 0090.01 22. Selwy Or Rose 23: \$0 24 Date Of Gods | 25 PM Die 26. Appropriation Num 1 L660 31 8-7507-20 ACTION. 27. Nature Of Action Code 28. EH Dois 29. Type CA Employee Code 30: Separation Date Do Y PROMOT IOH 141515 PRESENT ASSIGNMENT 31. Organisational Designations Code 32. Location Of Official Station Station Code DDS/OTR Junior Officer Trainee Corps Washington, D.C. 33. Dops.: Field 34. Position Title 35. Position No. 36. Serv. 37. Oceup. Series JOT-U 748.15 CS 0090.01 41. Das Of Gods | 47. PSI C. s 51410 Mo SOURCE OF REQUEST 8-7507-20 A. Requested By (Name And Title) C. Request Approved By (Signature And Title) Willet L. Eccles C/JOTP السيداد الديد/جم وع 3. For Additional Information Call (Name & Tolephone Ext.) Henry L. Berthold x4331 MATTER EATED Director of Training CLEARANCES Clagranca Signature A. Career Board Octo Clediance D. Placement Dete B. Pos. Control C. Classification F. Approved By 18 offile action was considered and approved by the OTR/CSS on 3 June 1958.

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35 May 1958

PARRATIVE STATES T FOR THE PROPORTOR OF THOMAS J. KEETIN

- L. After attending 10C and IT, in unich be ared, excellent grades, Keenan was placed on an interim basis with WE/Spain for four works. He then entered 133 Training, where he age in did excellent works. No then was placed for three worths with the CT/ICD he had evinced interest in CE work before he was assigned for on-the-deak training with MI/3. On 3 March he entered OC and will raturn to MI/3 woon the completion of this course. Interim evaluation from OC shows that Keenan has four satisfactory grades. Throughout his training, formal and on-the-deak, Keenan has been computed: "alert with definite potential for CE work a thorough and inchartious on the Maxican deak performance was accellent gets along extremally well with associates attitude toward Agency excellent should repidly devolop into a valuable caployee with high potential a very pleasant yours man, interested and cooperative gives promise of being a cound intelligence officer."
- 2. There is one other JOT under the supervisor. He is GS-9 and replaced subject, doing the same work, when subject left for GC. Subject's Spanish is not go well developed as that of the GS-9 JOT; otherwise there is little difference in their production.
- 3. On the CI Staff subject's performance was appart to that of other JOT's under the superviser. During him time on the Cost with other JOT of higher graces was at a level comparable to that of one other JOT of higher grace.
- 4. Reenen care to the JOTP with a good college record and excellent experience as officer-in-charge of wirty officers and enlisted men in a Mary commications center. Mis rank was Lt(12). No has a fair working knowledge of Spanish. To date he has shown high motoration, rampts. Fillty, and an intelligent approach to his job.
- 5. Keepen has hed no opportunity to demonstrate enjorvisory
 - 6. Wil concurs in this promotion.
 - 7. It is recommended that Keench be promoted from GS-7 to GS-9.

1 C/H/1

14 January 1958

C/Junior Officer Training Program/IR

Attachment of Junior Officer Trainee THEMAS J. KERHAN

- 1. As agreed by Mr. Brady of your Civision and Mr. O'Gara of the Jor Progress, Jor Thomas J. Keenan is attached to MR/1 for a one-year tour effective 6 Jamery 1958. Administrative instructions are attached. At the conclusion of this tour, we will decide mutually whether or not to continue this attachment.
- 2. The purpose of this co-the-job tour is to train Keenen in Hendrianters procedures and the daties of a Hendrianters case officer, the ultimate objective being to propere his for an overseas assignment
- Je It is understood that after a 507 has been attached to the deak for six months as a trainee, the supervisor will provide C/JOTP with a critical evaluation of the subject's performance in those elements listed in paregraph ?.
- i. Keenan has attended ICC and ITC. It is understood that be will attend the Operations Course beginning 3 Narch. The JUTP will consider supporting any additional training mecasiary for Keenan's enticipated assignment.
- 5. Please send to the C/JOTP as quickly so convenient an outline of the activities the Jof will pursue as suggested by the appended sample. It is unierateed that the program for the JCT is flexible and may be eltered from time to time to meet your operating needs, after consultation with the Jor Program.

FOR THE DIRECTOR OF TRAINING

Attachments: 3

WILLET L. ECCLES

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2 May 1957

Mr. Thomas J. Kaenan

Dear Mr. Keenan:

This will confirm your entrance-on-duty date of 20 May 1957 with this Agency at Grede GS-7, salary \$4525.00 per annum.

Your permanent employment will depend upon the completion of the following processing at the time of entering on duty: taking the oath of office, signing a loyalty affidavit, participating in a final security interview and completing a medical examination which will include determination of physical health and emotional stability. Should anything of an unfavorable nature arise during this period, your employment will not result in a permanent appointment.

Please report to the Receptionist at Curie Hall at 8:15 a.m. and ask for Nrs. Anna L. Phillips on 20 May 1957. Curie Hall is located at the intersection of 23rd Street, Independence Avenue, and Ohio Drive, S. W., with entrance on Ohio Drive.

Under existing Agency regulations we are not authorized to bear the expense of moving yourself, your dependents or your household goods from your present address to Washington, D. C.

The gross salary quoted will be subject to deductions for Federal income tax and 63 percent for the United States Civil Service Retirement Fund. In addition, the benefits of low-cost group life insurance are available to Federal civilian employees. The enclosed pamphlet

outlines the features of the program and lists the amount which will be deducted from your salary each pay period for this term insurance. This insurance is not obligatory. However, if you do not wish coverage, which is automatic, you should sign a Valver of Life insurance Coverage form at the time you enter on duty.

You will not receive a pay check for approximately four weeks after your entrance on duty. However, arrangements may be made for a temporary loan with a financial institution if necessary.

Very truly yours,

G. M. Stewart
Director of Personnel

Enclosures (2)
Life insurance Pamphlet
Map

OP/CORRES/dm(Phillips)

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Mr. Thomas John Keenan

Dear Mr. Keenan:

We are pleased to inform you that your application for employment with this Agency has been reviewed with interest by appropriate officials and that actual processing has been initiated for a position at Grade GS-7, salary \$4526.00 per annum.

Your final appointment is dependent upon a number of factors including character and reference investigations, and other processing procedures. You may be sure that this processing is being accomplished as rapidly as possible.

Please notify us of any changes in your present status such as change of address, employment, marital status, etc. If it should develop that you cannot accept the position, please let us know immediately. If you have any questions concerning your application, please do not hesitate to get in touch with us. Your future correspondence or inquiries should be directed to the attention of Mrs. Anna L. Phillips.

Members of this Agency are entitled to the regular United States Government leave and retirement benefits. Our salaries conform to the rates prescribed by Congress for United States Government agencies.

Thank you for your cooperation and patience during this waiting period.

Very truly yours,

G. M. Stewart
Director of Personnel

OP/CORRES/bis(Phillips)

4 Warch 1957

Mr. Thomas John Keenan

Dear Mr. Koenan:

This will confirm your recent telephone conversation with a member of my staff.

We have scheduled the necessary interviews and preemployment medical examination, which will include determination of physical health and emotional stability, for you on Wednesday and Thursday, 13 and 14 March. We ask that you call Mr. Henry Berthold on Executive 3-6115, extension 4331, on the morning of 13 March to arrange an interview for that afternion. Please report to our Medical Office which is located on Central Building, 2430 E Street, N. W., at 8:30 a.m. on 14 March.

This is not an offer of employment, but your transgortation expenses from to Vashington, D. C., and return will be borne by the Government. You will also be paid a per diem allowance in lieu of subsistence during the time you are in travel status. First-class travel is authorized. If you so choose, travel is authorized by privately-owned automobile, the total cost not to exceed the cost of travel by common carrier. If you travel by air or rall, it is requested that you retain the ticket stubs to support the reimbursement voucher. You will not be reimbursed for expenses incurred for several weeks after your visit.

Thank you for your interest and cooperation.

Very truly yours,

G. M. Slewart
Director of Personnel

OP/CORRE 3/b[s(Berthold)

CONFIDENTIAL

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4 February 1957

Mr. Thomas John Keenan

Dear Mr. Keeman:

Your application for employment with this Agency is presently under active review. Appropriate members of our staff will determine whether we have a position available for a person of your qualifications. Although we cannot predict the length of time needed for this review, we will make every effort to expedite a determination. Should there be unavoidable delays in reaching a decision, we shall do our best to keep you as fully informed as possible regarding the status of your case.

In the meantime, if you should have any questions, feel free to get in touch with us by mail. We ask your patience and assure you of our desire to make the review period as short as is compatible with the careful evaluation to which we feel each case is entitled.

Very truly yours,

G. M. Stewart
Director of Personnel

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January 3, 1957

Box 201 Madison, Wisconsin

Dear Sir:

I have been recently released from active duty with the U.S. Navy, and am interested in obtaining information as to my qualifications for a career position with CIA. Although I do not hold a Master's Degree, I feel that my experience and interest make your consideration of my qualifications worthwhile. Any arrangements you may care to make regarding a personal interview will be acceptable to me.

Sincerely,

Thomas J. Keenan

TJK:nk

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Age: 26

Married: no children | Height: 5'11" Weight: 175

Job Interest

Career position with the Central Intelligence Agency.

Education

Public High School. Graduate of Marquette University, Class of 1953 with B. S. Degree in Liberal Arts. Majors in English and History. Grade transcript furnished upon request.

Military status

Veteran. U. S. Navy 3 years, 4 months. Graduate of Officer Candidate School. Duty generally in Communication and administration billets. Background Investigation completed 31 August 1954 by DIO Third Naval District. Last billet held was that of Officer in Charge, U. S. Naval Radio Station, Beavertail Point, Rhode Island. Released from active duty, November, 1956, as Lieutenant Junior Grade.

Hobbies and Interests

Sports: tennis and golf; reading, and informal discussions.

References

Furnished upon request.

Interview

At your convenience.

CENTRAL INTELLIGENCE AGENCY WASHINGTON 25, D. C.

Applicant Information Sheet No. 1

To all persons applying for employment with the Central Intelligence Agency:

This paper is the first step in applying for employment or consultant status with the Central Intelligence Agency. No application may proceed beyond this first step if the applicant is not in agreement with the conditions stated below:

General Considerations:

- 1. The Nutional Security Act of 26 July 1947 (Public Law 253, 80th Congress) which created the Central Intelligence Agency places upon the
 - a. "to advise the National Security Council in matters concerning such intelligence activities of the Government departments and agencies as relate to the national security;
 - b. "to make recommendations to the National Security Council for the coordination of such intelligence activities of the departments and agencies of the Government as relate to the national security;
- c. "to correlate and evaluate intelligence relating to the national security, and provide for the appropriate dissemination of such intelligence within the Government....
- d. "to perform, for the benefit of the existing intelligence agencies, such additional services of common concern as the National Security Council determines can be more efficiently accomplished
- e. "to perform such other functions and duties related to intelligence affecting the national security as the National Security Council may from time to time direct."

The special character of this national responsibility requires the Agency to maintain correspondingly special employment criteria which may be different from the routine or normal employment standards of other Government departments and agencies which do not have the highly sensitive responsibility borne by the Central Intelligence Agency. It follows that the investigation of applicants prerequisite to their acceptance is a time-consuming process which, in addition to loyalty and security checks; includes evaluation of competence, physical and emotional fitness; and availability of a suitable position at such time as employment may be offered. This is called "clearance" of an applicant.

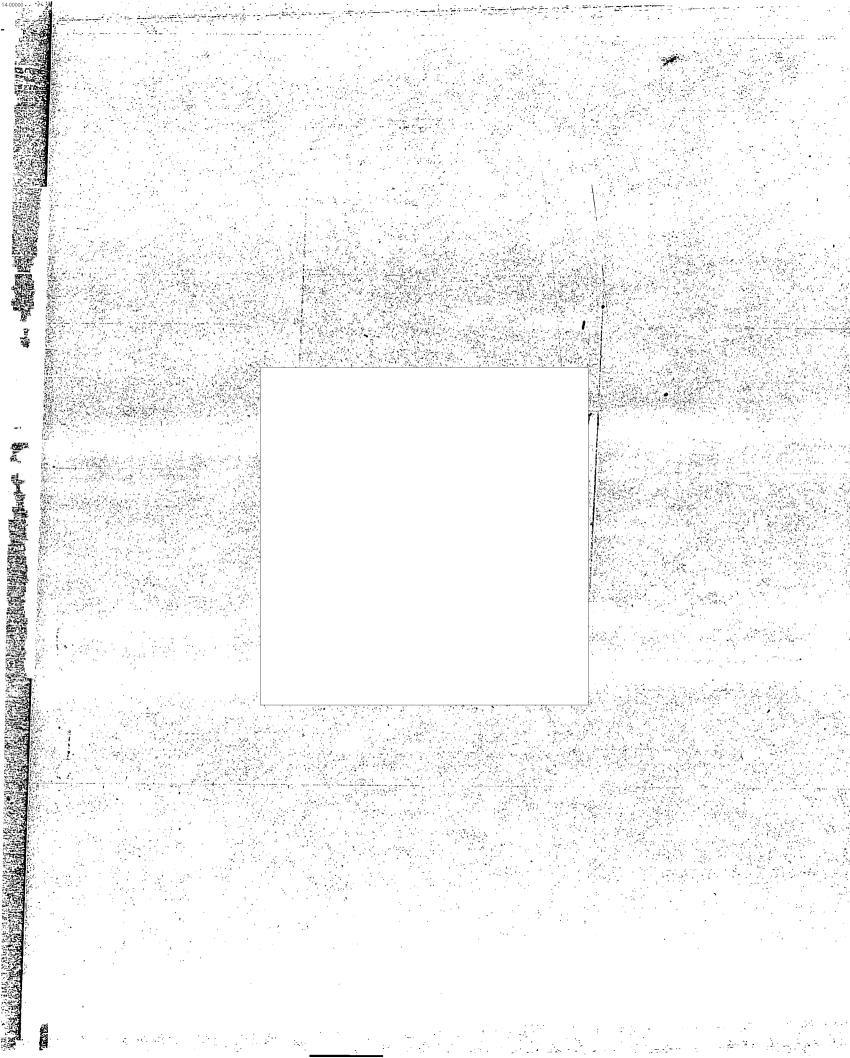
- 2. Investigation of an applicant may reveal something which prevents his clearance perhaps something of which the applicant is genuinely unaware, perhaps something which only the special employment criteria of the Agency make unacceptable. In any event, adverse findings by the Agency are conclusive and final so far as the Agency is concerned, and no statement of specific reasons is made to the applicant.
- 3. Employment by the Central Intelligence Agency is not a right upon which an applicant can insist. Offer of employment which is subject to full clearance does not constitute a commitment on the Agency's part giving an unsuccessful applicant grounds for any claim against the Agency. Acceptance of employment upon the condition of clearance is at the applicant's risk taken with the knowledge that a very substantial percentage of applicants

Statement of Understanding and Agreement

I have read, understand, and agree to the foregoing General Considerations. If not accepted for employment by the Central Intelligence Agency, I will make no claim or demand in conflict with those considerations.

I have also seen and read Applicant Information Sheet No. 2.

(Signature of Applicant)



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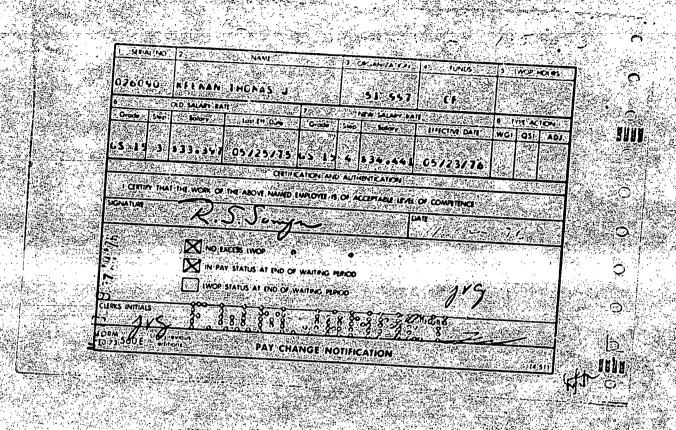
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EFFECTIVE DATE OF PAY ACJUSTMENT: 12 OCTOBER 1975

KEENAN THOMAS J

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EFFECTIVE DATE UF PAY ADJUSTMENT! 14 OCTOBER 1973

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NAME

KEENAN THOMAS J

SERIAL DEGN. FUNDS GROSTEP

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EFFECTIVE DATE OF PAY ADJUSTMENTS 28 DECEMBER 1969

NAME

SERIAL ORGN. FUNDS GRASTEP

NEW

KEENAN THOPAS J

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NAME

KEENAN THOMAS J

SERIAL DRGN. FUNDS GR-STEP

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NEW SALARY

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PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDLLES OF PL 89-504
PUNGUANT TO AUTHORITY OF DOL AS PROVIDED IN THE CLA ACT OF 1949,
AS AMENDED, AND A-DOL DIRECTIVE DATED & COTOLER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENTS 3 JULY 1966

NAME

SERIAL ORGN. FUNDS CR-STEP SALARY SALAR

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PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301 PURSUANT TO AUTHORITY OF DOLLAS PROVIDED IN THE CIA ACT OF 1949. AS AMENDED, AND A-DOL POLICY DIRECTIVE DATED 8 OCTUBER 1962. EFFECTIVE DATE OF PAY ADJUSTMENTS 10 OCTOBER 1965 Ö 0 OLD 0 KEENAN THOMAS 0 0

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ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED. BY THE ACTING, DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

GENERAL SCHEDULE RATES Federal Employees Salary Act of 1964

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GS-2	3.680	3.805	3,930	4 055	41.00	43.860	\$4,075	\$4,190	\$4,305	\$4,420
\overline{GS} - $\overline{3}$	4.005	0,000	0,000	2,000	7,100	1 4.303	4,430	4.555	4.680	4.805
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	-4,480		4,780		5,080	5.230	5,380	5.530		5,830
GS- 5	7.10	5,165	5,330	5,495	5,660	5.825	5,990			
GS- 6	5,505	5,690	5,875	6.060	6,245		6,615	6,800		6,485
OS- 7	6,050	6.250	6:450	6,650	6.850	7,050	7,250			7,170
GS- 8	6,630	6.850	7,070	7,290	7.510	7.730				7,850
GS- 9	7.220	7,465	7,710	7.955	8,200					8,610
3S-10	7.900	8,170	8,440			8,445	8,690		9,180	9,425
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IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DET MEMORANDUM DATED 1 AUGUST 1996, SALARY IS ADJUSTED AS FOLLOWS,

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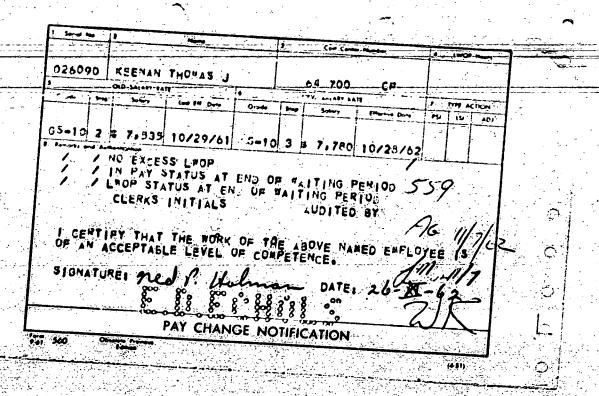
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CENTRAL INTELLIGENCE AGENT P.C. 19 Apr 57 NOTIFICATION OF PERSONNEL ACTION 1v1 C-7673 2. DATE OF DIRER MR. THOMAS J. MARIAN 12600 20 14 1957 This is to notify you of the following action affecting your employment: 3. NATURE OF ACTION 1 use standard remaindates & EFFECTIVE DATE 7. CIVIL SERVICE ON OTHER LEGAL AUTHORITY EXCEPTED APPOINTENT 13 20 May 1957 50 USCA 403 1 6. POSITION TITLE. JOI V-748.16 08-0090.01-7 \$5525.00 por enmen DDB/ORR Junior Officer Trainer Corps 10 DECEMBER TIONS 261000 11 HEADQUARTERS Kachington, D. C. DEPARTMENTAL DEPARTMENTAL 14: POSITION CLASSIFICATION ACTION NONE WWIL OTHER S.PT. 10 POINT HEW VICE I. A REAL SD/GT 16 APPROPRIATION IS. DATE OF APPOINT. 19 LEGAL HESIDENCE ы CLAIMED PROVED ac-078

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Deputy Chief,

17 Jan 1978, Latin America Division George V. Lauder

4. By EMPLOYEE

Of this Application of the following of

4 JAN 1978

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Thomas J. Keenan

- 1. During the first six weeks of the reviewing period, Mr. Keenan continued as Chief of the Mexico and Central America Branch, the Division's most demanding geographic unit. His performance during this period continued at the same Strong level detailed in the last Fitness Report.
- During February, as part of a determined effort to strengthen the Division's Operations Staff, Mr. Keenan was moved up to fill one of the two Deputy Chief slots in that unit. As of 1 July, he was the sole Deputy of the Staff. As set up in Latin America Division, the Operations Staff had both staff and line functions. It had broad coordinating responsibilities with all elements outside the Division, served as the focal point for all senior staff requests for studies and reports, stimulated and coordinated Division operational activities and reviewed the effectiveness of Division programs. All Division operational traffic flowed through the Ops Staff where better than 80 per cent of the traffic was released.
- for close review and staff action relating to the northern area (Mexico, Central America, the Caribbean plus Guyana and Surinam in South America). In addition, he served as the staff referent throughout the
- had Mr. Keenan as my Deputy. I assumed the Chief/Ops responsibility in April 1977 and immediately discovered that ground rules were different, legal strictures impinged on many operational decisions, and the almost constant senior staff requests affected one's ability to concentrate en operations. Mr. Keenan was extremely helpful in providing substantive briefings, guiding me through the legal and policy complications and pointing out the shoals. He made many valuable suggestions on how to handle the work load without drowning in paper.

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- 5. Mr. Keenan has an agile and retentive mind. He is quick at distinguishing the wheat from the chaff. He does his homework and I have never known him to go off half cocked. In making operational judgments, his initiative is tempered by a healthy dose of prudence. Mr. Keenan's writing is first rate; his prose is lean, often elegant, and always precise. I have admired his talents as a briefer. His presentations are balanced and detailed, often spiced with his engaging humor.
- 6. Mr. Keenan's tenure with the Ops Staff was a very intensive period. He normally worked an eleven-hour day and Saturdays as well. I take some pride in the fact that there never developed an antagonist relationship between the operating branches and the Ops Staff. Mr. Keenan deserves much of the credit for this. While often taking issue with branch positions and written work, he was unfailingly courteous, good humored, and helpful. His counsel was often sought on difficult problems.
- 7. A significant and time-consuming aspect of the Ops Staff's work concerned screening operational traffic for compliance with E.O. 11905 and ensuring that U.S. person strictures were scrupulously observed. I found Mr. Keenan's general knowledge in these areas unmatched among the non-lawyers of the Agency.
- 8. Mr. Keenan shared with me the responsibility for supervising the work of two operations officers and one secretary. He is an excellent supervisor who manages (despite the belief of some that it is not possible) to be both exigent and pleasant. He cares about people, and as noted in the previous Fitness Report, takes special interest in developing younger officers.
- 9. In addition to his Operations Staff responsibilities, Mr. Keenan served as the Division EEO Officer. He also served for nine months on a time-consuming noo task force concerned with a

He performed these responsibilities with the same thoughtfulness and effectiveness he applies to everything else.

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10. The Operations Staff was disbanded in early November as part of the Latin America Division reorganization. In recognition of his splendid performance on the Ops Staff, Mr. Keenan was made Chief of a combined Coordination/Plans the coordination functions of the Ops Staff but not the line functions.

11. This is a splendid officer, certainly one of the most promising GS-15's in the Division. He clearly earned an Outstanding rating for the period under review.

Joseph Di Stefano -Deputy Chief, LA Southern Region

Thomas J Keenan

Date

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COMMENTS OF REVIEWING OFFICIAL continued

While I personally handled the first week or so of the myriad problems associated with a wide-spread investigation of an alleged plot against I subsequently turned the responsibility for it over to Mr. Keenan and he represented the Division with the DDO. CI Staff and Secret Service on this important and seemingly never ending problem area. This involved a lot of extra hours work and had to be handled meticulously. He performed these responsibilities impeccably.

THE PROPERTY OF

During the past year he made many contributions to the smooth functioning of the division. Not least among them was the fact that having fully familiarized himself with US laws, Executive Orders, regulations, notices, etc., which have increasingly affected our operations programs, he ensured that our operational business was always in meticulous compliance with the spirit as well as the letter of these seemingly myriad "don'ts." Similarly, we had to produce staff papers in a hurry, often synthesizing a great deal of detail or alternatively presenting a great deal of detail. Mr. Keenan saw that the job was accomplished on time and with good style.

Although he was the junior member of the Operations Staff, on occasion he served as the Acting Chief. He handled the COPS function with his usual dedication and good judgment.

As the rating officer has mentioned, when the division was reorganized in November, we decided to combine the Operations Staff's staff, but not command, functions with those of the Plans Staff. Mr. Keenan was the obvious choice for this important and challenging assignment which will tax his abilities and broaden his experience. He is one of our best GS-15 officers and has additional growth potential in the Clandestine Service. He is a good operations officer as well as a good staff officer and is qualified to manage one of our Latin America Division Stations.

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SECTION D

NARRATIVE COMMENTS

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148 /3 Nov.

SEE MEMORANDUM IN LIEU OF FITNESS REPORT.

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9AVE. 31 March 1977	Deputy Chief, Latin America Division	George V. Lauder
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COMMENTS OF REVIEWING OFFICIAL	rcentionally woll-written	n and informative report

on Mr. Keenan: I agree with all that is said about him. He is indeed one of our better GS-15 officers alert, conscientious, well-balanced, articulate. He also has excellent judgement and good command presence. He has a good future in the Agency.

Chief, Latin America
Division

Asymodd A. Barren

Chief, Latin America
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Branch Chief's attention, the other Stations, particularly

regular attention and the lesser posts could not be neglected. The Branch performed well in these regards too. In short, I was pleased by the rapidity with which Mr. Keenan got on top of his responsibilities and by the intelligence, thoughtfulness, energy and professional skills he displayed in carrying them out.

which has an active operational program, and

Mr. Keenan is an intense, thorough, common sense, sound officer who while quick witted, thinks problems through, sees the holes and takes steps to fill them. He does his home work and doesn't go off half cocked; yet he gets the job done quickly. He tends toward the conservative side in making judgments. While he has a pleasant way with people, he has firm convictions, and he is articulate, very forthright but not offensive in expressing what is on his mind. A strong supervisor, he is on top of the activities of his unit, demands results, isn't afraid to be firm with his subordinates but is thoughtful and concerned about their welfare. He cares a lot about people and is interested in developing younger officers assigned to him. Because of these qualities, he was selected to be the Division's FEO officer when we needed a new one a few months ago. He has performed this role in his usual thoughtful and efficient fashion. He writes quickly and well. No one is more conscientious than he. He really cares about his job and tries to produce the best possible product. All in all, he was one of our best Branch Chiefs and deserves a solid "Strong" for his efforts.

In February 1977, one of the Deputy Chiefs of Operations
jobs in the Division came open. Because of his demonstrated
all around ability, personal qualifications and potential, he
was selected from among the Branch Chiefs in the Division to fill
that position. The job will broaden him and equip him for even
more responsible posts in the field as either a Station Chief
or for more senior positions at Hendquarters. He is clearly
one of our promising GS-15 officers.

George V. Lauder Deputy Chief Latin America Division

Thomas J. keenan

Date)

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The Committee of the section of SECRETA

	SECTION A GENERAL INFORMATION		
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i.	SECTION C PERFORMANCE EVALUATION		
	U-Untablifactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature could range from counteling, to further training, to placing an probation, to requiginment or to separation. Describe	A the ection	1
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	P-Proficient Performance in satisfactory. Desired femility are being produced to the manner expected		
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	porforms EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with sepervisory responsibilities MUST be a liber oblitive a supervisor (indicate number of employees supervised).		
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20 April 1976

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Thomas J. Keenan 1 January - 31 December 1975

From January to July of this reporting period Mr. Keenan finished his tour as Chief of Station, Kingston. In addition to himself there other case officers at the Station. Its total complement was persons. Hr. Keenan entered the Army War College in July 1975.

During the last six months of his tour, the Station had three things going for it:

Of these the latter turned out to be the most worthwhile.

Ilr. Keenan's relations during this period were good. No problems of any kind were noted. The operational environment continued bad due to the high incidence of crime.

In. Keenan is an able, experienced officer with good personal presence. He is measured in his operational approach and in his management style. He is a man of good judgment, has an agreeable personality and inspires confidence; he can be counted on to do a creditable job without a lot of fanfare.

In the last six months of his tour as Chief of Station, Kingston, I would rate his overall performance as "Strong."

Raymorn A. Narren Deputy Chief

Latin America Division'

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Subject: Thomas J. Keenan, Hemorandum in Lieu of Fitness Report

COMMENTS OF REVIEWING OFFICIAL

Mr. Keenan had departed Station Kingston/by the time I assumed charge of Latin America Division in May 1975. Therefore, I am not able to comment on his performance as Chief of Station, Kingston during the first five months of 1975. I would like to note, however, that Hr. Keenan served under me when I was Chief of Station; from 1965-1968 and I am acquainted with his personality and operational proficiency. On this basis, while I did not observe his performance as Chief of Station first hand, I generally concur with the Rating Officer's comments and overall performance evaluation of "Strong."

As a person, Mr. Keenan is a mature, dedicated officer with a pleasing personality. He gets along well with his peers and subordinates and is respected by them. I have selected him to be Chief of the Mexican and Central American Branch which is one indicator of the confidence I have in his ability. This will be an excellent test of Mr. Keenan's administrative and managerial ability since this branch is one of our largest in Latin America l'ivision.

Richard S. Sampton Chief Latin America Division

I certify that I have seen all entries in this report.

Thomas J. Keenan

/ ...(, 190) Date -\

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CLASSIFICATION FITNESS REPORT SECTION A GENERAL INFORMATION 1. EMPLOYEE NUMBER 2. NAME (Los, first, middle S. DATE OF BIRTH 4, SET D. GRADE 8. OD 026090 Keenan, Thomas J. GS-15 7. OFFICIAL POSITION TITLE. 8. OFF/DIV/BR OF ASSIGNMENT S. CURRENT to. CODE (t) en Chief of Station DDO/LA/CAR HQ8. 07 11. TYPE OF APPOINTMENT RESERVE READDIGN. MENT BPECIAL 1 July 1974 - 31 December 1974 31 January 1975 QUALIFICATIONS UPDATE IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "NO" IN THE BOX TO THE RIGHT, IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT. SECTION C PERFORMANCE EVALUATION U-Uniatislactory M-Morginal -Proficient nance is satisfactory. Desired results are being produced in the manner expected. S-Strong Performance is characterized by exceptional proficiency. O-Ovisió Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. SPECIFIC DUTIES d up to six of the most important specific duties performed during the rating period. Insert rating letter, which best describes the monner in which employees in performer EACM specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on elevating to supervise (indicate number of employees supervised). SPECIFIC DUTY NO. 1 See Attached MEMORANDUM IN LIEU OF FITNESS REPORT SPECIFIC DUTY NO. 1 RATING LETTER SPECIFIC DUTY NO. 2 GPECIFIC DUTY NO. 4 RATING LETTER SPECIFIC DUTY NO. 6 RATING SPECIFIC DUTY NO. 6 RATING OVERALL PERFORMANCE IN CURRENT POSITION BATING productively, conduct on jets, respectively, performing personal trails of hobbs, and particular of employers in consult performance against the rating period, place the letter in the rating box rather period for the letter in the rating box rather period, place the letter in the rating box rather period for letter in the rating box. S 300m 45 ****** **************

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13 January 1975

	MEMORANDUM IN LIEU OF FITNESS REPORT
	SUBJECT: Thomas J. Keenan 1 July 1974 - 31 December 1974
	Toury 1974 - St becamer 1974
	Mr. Keenan took over as COS Kingston in September 1974. This is his
	first COS assignment. The Kingston Station is composed of employees total complement
	As one of the principal Caribbean sources of bauxite, Jamaica is of importance to the U.S. The arbitrary taxes levied on the U.S. bauxite company in Jamaica has been a source of conflict between the two governments. There is a Cuban and Chinese presence in Jamaica.—Perhaps the single most important factor affecting the environment and personal lives of our Station members is the very high level of crime in Kingston, especially rape.
	In reviewing the past fitness reports none has yet been written specifically commenting on his performance as COS in Kingston. I will attempt to fill that gap with this one.
:	From the past we know that Mr. Keenan is an excellent officer with good operational instincts. After a year in Kingston as COS we now also see that he can perform as a manager. Upon his return from Kingston this year Mr. Keenan will attend the Army War College to continue his career development. I rate his overall performance as COS in Kingston as "Strong."
	Raylond A. Warren Deputy Chief
	Latin America Division

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E2 IMPDET CL BY 009560

Subject: Thomas J. Keenan, Memorandum in Lieu of Fitness Report

COMMENTS BY REVIEWING OFFICIAL:

I concur in the evaluation of strong. It should be pointed out that Mr. Keenan has been operating under very difficult circumstances for which I am responsible. It was on my recommendation that he was pulled out of Lima for Kingston. I remembered this as a Caribbean paradise, but later found out that it was a most difficult situation -- especially for someone like Mr. Keenan with a large family of small girls. Given this personal problem, it is understandable that Mr. Keenan did not perform in a more dramatic manner. He did quite well and will, I think, benefit from his upcoming war college stint.

David A. Phillips, Chief, LA Division

14 James 1975

I certify that I have seen all entries in all sections of this report.

/s/Thomas J. Keenan

HJKT-1902, 24 Jan 75 24 January 1975

Thomas J. Keenan

Copy sent to subject via HJKS-1120, 15 Jan 1975.

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SECTION B		ERFORMANCE EVALUATION Of the Indian Control		Aleman Par	
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y reflects his level o	erformance during the rating period, of performance.	place the letter in the rating box t	ovresponding to the statemen	19 Paris	S
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SECTION_C	NARRATIVE COMMENTS
extra space to needed to complete	obnesses demonstrated in current position beening in proper perspective their relationship to averall performance. State of work performance. Give recommendations for training. Comment on favelan language compensace, if required for a tatings given in Section B to provide best basis for determining fature personnel action. Money of performance of action consciousness in the use of performance, equipment and funds, must be commented on, it applicable. It
This report is oc to assume the duties which he has been he expressed once again. Subject had not yy crack at that level course it is based or a number of tours over Latin environment so a healthy change for is going. As DCOS in Lima, S tive good sense, and without hesitation bo activity who thinks things the CI-minded (an indisper promptly. His judgment invariably soundly has handled as well, alway were here. As a supervisor. Su	casioned by Subject's early departure from Lima, before end of tour of COS in Kingston, Jamaica. That fact alone attests the esterm in ld by Hqs and, when the proposal for that assignment was made, also by the rater. It completed his first two years as a DCOS and this was his first of responsibility. So his rise of late has been rapid, although of abilities and experience developed and polished in the course of itseas prior to his coming to Lima. These have all been spent in the the Caribbean will be for him a completely new world. This will be him and is managerially sound as well for the Station to which he subject has shown a high order of operational soundness, administrationscientiousness about his work that permitted COS to delegate the specific problems in any area or even whole sections of Station for him to carry out or to supervise. Subject is a prudent manual before acting. He weighs the pros and cons carefully, is quite selble attribute in this semi-hostile climate), and then acts will be it tends to come down on the conservative side, is ed. His periods of serving as Acting COS have been competently a within his understanding of what the COS would want done if he blect has the right action.
dealing with younger c	ase officers who want to be off and running. He encourages their
SECTION D	The state of the s
	CERTIFICATION AND COMMENTS
The second secon	BY EMPLOYEE
DATE Not Dated	FY THAT I HAVE SEEN SECTIONS A, B; AND C OF THIS REPORT
o/a 10 Sep 1973	/s/ Thomas J. Keenan
.2.	BY SUPERVISOR
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Color Sales	OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE
o/a 10 Sep 1973	
3.	Chief of Station /s/ Richard S. Welch
COMMENTS OF REVIEWING OFFICIA	
There is little more t	hat can be added to this eloquent report. Mr. Keenan's excep-
ional characteristics a	nd abilities and his fine performance as DOOS, Linu, an unusually
ctive, busy station, ha	ve led to his present assignment as COS, kingston. The rating
ficer has stated that	Mr. Keenam's rise of late has been rapid and this is true.
wever, all that he has	achieved he has worked very hard for and certainly earned; and
ling in waste	a youthful face and a somewhat boyish manner, he is not all that
Ching the record and the	resent grade and position are hardly inconsistent with his age.
ntinue to progress up	he managerial ladder at escentials.
the last three or four	he managerial ladder at essentially the same page we have seen
DATE	OFFICIAL TITLE OF BEVIEWING OFFICIAL TYPEO'DN PHINTED NAME OF DIGNATURE
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SECTION C continued....

aggressiveness but at the same time enlightens them on the virtue of looking over their shoulder at who may be after them as well as on the advantages of doing their homework first. Usually the upshot has proved him right.

In running his own cases, Subject is meticulous and very thorough, preparing himself for eventualities as well as maximum disseminable information. He has personally handled two difficult cases while here and has gotten what there was to

Subject, as noted before, has a cherry exterior that covers a deeply serious person within. His easy and forthwight manner has earned him friends in the community and in the larger society as well. All respect his judgment, his seriousness about his work and the issues of our time, and his eminently decent family life. All of these qualities should go far to make his upcoming tour as a COS a success. We wish him well and expect in future to hear only good about him and his work.

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euges (V)	Deputy Chief of Station	DDP/WI/3	Lima	
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SECRET SECTION C NARRATIVE COMMENTS ladicate significant stranges or weaknesses domainstrated in current position beging in proper perspective their relationship to everall performance. Since evergestions made for improvement of work performance. Give recommendations for training. Comments on foreign language competence, if required for current position. Amplify or explain ratings given in Section 8 to provide best basis for determining future personnel ection. Manyer of performance of managerial or supervisory dyries and cast consciousness, in the use of personnel, water, equipment and funds, must be commented on, if applicable. If estra appeals a needed to complete section C, artacle a separate, wheel of pages. This fine officer has been DCOS in Lima for nearly a year now, his first crack at this level of responsibility. And for nearly two months of that he was acting COS during an interregnum which was made easier for Hqs to accept at the time because of Subject's already acknowledged ability and operational judgment. This officer has many laudable qualities. He was an established, painstaking professional with solid operational background. He has now demonstrated that he is also good at management, at keeping things mov-ing, and at finding time for the little details that so often make the difference. He has a healthy respect for the opposition services (international and local) and weighs his operational decisions carefully in the light of their capabilities. In his present DCOS (and ACOS) responsibilities, he also shows excellent political judgment, knowing what will wash and what probably won't, what is acceptable risk (all things considered) and what is probably asking for trouble. A prudent officer, he looks before he leaps-or asks officers to. This officer also has an amiable personality, warm and forthcoming with all the people he deals with - and deals with the more effectively as a result. This amiability (and the obvious decency and quiet integrity of the man) does not for a minute, however, get in the way of a good mind getting quickly to the bottom of whatever subject or problem may be before him. He is especially effective working with junior officers and subordinates, explaining the background /CONTINUED/ CERTIFICATION AND COMMENTS BY EMPLOYEE I CERTIFY THAT I HAVE SEEN SECTIONS A. B. AND C'OF THIS REPORT GNATURE OF EMPLOYEE 20 October 1972 MONTHS EMPLOYEE HAS BEEN THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE BEPLANATION <u> 20 October 1972</u> OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED HAME AND SIGNATURE Chief of Station Isl Richard S Welch BY REVIEWING OFFICIAL COMMENTS OF REVIEWING OFFICIAL I fully concur in the comments and ratings given in the basic report. There is little to add to what has been said above or

previously about this officer.

13 November 1972

Deputy Chief, WH Division

James E. Flannery

Section C continued.....

of his decisions or analysis of the problem succinctly and tactfully.

Subject deserves the highest marks for his handling of several of the Station's problem cases.

important cases require quick thinking, gentle persuasion, and an adroit persistence in pushing BKCROWN's interests (offensive and defensive) in the midst of a welter of competing factors. Where a light but firm touch is needed, this officer cannot have many equals.

Subject is, as would be expected, held in high regard by his LNFALL colleagues and also by his Peruvian acquaintances. He is also (if the above does not say it) held in very high regard by the rater, who finds his advice on operational and political issues sound and finds him a person to whom any problem can be delegated in full confidence it will be handled fast and well. It is a pleasure to work with him.

Supervision of Project covering Case officer for some of the agents in the project. RATINGETYE COPIC DUTY NO. 4 CIPIC DUTY NO. 4 CIPI		FITNESS REFORT		026090
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The narrative 6074, 10 Jan 72 ways proven him and Doputy Chie be in charge for I have every reand decisions w	statement i) is still l self as a ke f of Station r approximate ason to beli ill reflect enjoys the c el and is we	n the last Fit argely valid. on, mature open in Upon my depoly six weeks eve that during credit on the complete confi	tness Rep This in orations parture (until this g this p Station	oort on Suddividual officer, 18 May 19 e new COS eriod his and the o	bject (HPI has in all supervisor 72) he wil arrives, actions rganizatio
It has been a officer.	special plea	sure knowing	and serv	ing with s	such an
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CTION D	CERTIF	ICATION AND COMM	ENTS	建设建筑建筑	
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16 May 1972		J. Keenan			
August 1		BY SUPERVISOR			
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76	OFFICIAL TITLE OF	SUPERVISOR	TYPEO 00 P	RINTED NAME AN	0.110.110.7
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and followin it adds little Since	bove represent g fairly close of to the previou the COS in Lim		ic praviou	s litness	report,
operations a	nd office mana	ger. With the C	orve as d	eture in Ma	et of
		ger, with the C		ture in Ma	y, MIC.

tempo of Station operations and activity under what have been for some time a rather hostile operational climate in Peru.

13 November 1972

Denuty Chief, WH Division James E. Flannery

FITNESS REPORT, Reviewing Official's Comments - continued:

As probably is apparent from past fitness reports and other indicators. Mr. Keenan is considered one of the Division's officers who thus far has shown the drive and ability to move ahead of most of his age/class peers. His potential remains to be established.

SECRET

SECTION A Chang (Loo), (Prior) (Modele) Keenan, Thomas J.		
1: NAME (Lost), (Pirot) (Middle)		026090
	GENERAL DE DIRTH D. DER	
ACCITATIVE I HOMES I		4. GRADE 3. 10
. OFFICIAL POSITION TITLE	TEGERILIVION OF ASSIGNMEN	GS-14 D
Ops Officer DCOS	DDP/KII/3	
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70 TO 100	1 October 1971 -	31 December 197
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Ortstanding Performance is so esceptional in relation to requirem work as to warrant special relegation.	neals of the work and in comparison to the	performance of others doing similar
SPEC	IFIC DUTIES	
liup to six of the most important specific duties performed di mer in which employee performs EACH specific duty: Const	wing the rating period. Inches	
ner in which employee performs EACH specific duty. Consi supervisory responsibilities MUST be rated on their ability	der ONLY effectiveness in performa	nce of that duty. All employ
CIPIC DUTY NO. 1	maicale number of em	ployees department.
Deputy Chief of Station and Acti absence of the COS	by e	S
Supervision of Project covering Case officer for som		he project. S
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OVERALL PERFORMANC		
OVERALL PERFORMANC of a account everything about the employee which influences ce of specific duries, productivity, cenduct on job, teapor loi fimitations or telents. Dased on your breakeds of ear he letter in the rating box corresponding to the statement wh	E IN CURRENT POSITION	illon such as per-

SECTION C	NARRATIVE COMME		
In the brief the moved rapidly not responsibilities. His equable nature descriptions and a most welcome men grateful for his a Among his dutie junior officers commands respect, and are learning ments of the subject is also	dispositions and solid op- dispositions and soli	forts	icono icono
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by Subject. The la			
the handling of fu successful tour of	nds and other resources.	cer in Lima and foresee mar	
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	ERTIFY THAT I HAVE SEEN SECTIONS A. B. A		
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DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
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also noticed from Mr. keenan has exe	make truly valid and per our vantage point back h	ments. While it is indeed ceptive remarks, we have ere the steadying influence	
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	FITNESS REPORT		026090	AL NUMBER
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Ops Officer		DDP/WH/3	Bogota,	Colombia
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177, 12 (Ass. 187), 27 (Ass. 187), 2	SPECIF sportant specific duties performed dus	IC DUTIES		
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	reporting and projec	t management		O O
Supervise o	no case officer and 1	ntel assistant		RATING LETTER
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	OVERALL PERFORMANCE	E IN CURRENT POSITION		
ilicular itanieriene artaleni	obcor the employee which influences productivity, conduct on job, employees, a product on job, employees, a. Breed on your browledge of may be corresponding to the statement on	20108 approli perference d	era i per habita, and	

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Responsibly OP/SPD/PP

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	ional rep	orting and	l project	man	agement.				RATING ETTER
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licular limitation	retything about the duties, products or talents. Bar	he employed while flyity, conduct o	ch influences hi	s affectivence	thronous in his cu s, pettirent perso everall performanc accurately reflect	rent posi	or hobits,	a por-	S
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SECTION'S	NARRATIVE COM		
on levelon longuage completent basis for determining future per in the use of personnel, possession C. enough to the strong or better previous fitness lower ratings for received a well-d in comparison wit	gestions made for improvement of made positions made for improvement of made of the position. Adopted to the position of the p	rigments. Give recommendation of the period of supervisory duties and period of supervisory duties on the second of the second o	ns for recipies. Comment then B se provide best sond cest confictoveness sond cest confictoveness of a uniformly part of Blightly because he be evaluated proving the proving sond setting oven
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SECTION D	CERTIFICATION AND C		
1.2	BY EMPLOYEE		
(C) (C)	ERTIFY THAT I HAVE SEEN SECTIONS A.	B. AND COP THIS REPORT AN	l roviewing
OATE	SIGNATURE OF EMPLOTEE	or.	riciul's comment
12 April 1971	/s/ Thomas Keenan By Supervisor		<u> </u>
MONTHS:EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN		ION
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12 April 1971	BY REVIEWING OFFIC		
omment and would 1 as dropped from out a ted as a GS-14 and o his possible cauf the report. Subjudent at CI/FI. He reposed operations at. On the other he acceptable which pgree of profession	I concur with the rat ke to stress that the cistanding to a solid stress that the cistanding to a solid stress which is mentiousness which is mentiousness which is mentiousness which is mentioned able to quantity and and quite properly and and, in the Latin Ameriwould not be tolerable alism is mandatory. At proving an operation were considered.	only reason his le cong is that he is ment is also in o tioned in the narr lonal officer and lickly spot some we always accurately, can environment so in a situation wh times I have been	tter rating now being rder in regard ative portion especially eaknesses in , points these ome risks here a higher i in the ano- coptibly (cont)
1 de	COS	- 1 1 01 1 WAND U. K	A LUIS A LUI

Continuation of Section C of Fitness Report on NIARCOS

enthusiasm, imagination and drive. He has built good
programs and a support mechanism which give us excellent coverage of the
target. He has then gone further into analyses of individual targets.
The groundwork has been laid methodically; what we lack is luck to recruit
that most elusive of sources-

I have no doubt this officer has additional growth potential. He has unusual drive and motivation; he shows imagination with good judgment. He combines this with a broad background of experience in FI, CI and operational support work and excellent tradecraft. He should guard against a tendency to be over-cautious, but is intelligent, ambitious, perceptive, and has all the attributes necessary to do a good job in his next assignment as DCOS at a station. This will give him an opportunity to show adaptability in a major supervisory position.

This officer has high personal standards. One of his strongest characteristics is his decisiveness and ability to organize his time, recognizing priorities and accomplishing his work quickly. He never misses a deadline. His work is thorough but cuts through verbiage to the essentials. He accepts responsibility well and once an assignment is made can be depended upon to take care of it without further follow-up by the supervisor. He is mature in his attitude toward JKLANCE and both he and his family observe the highest standards of personal conduct. His wife, who is bi-lingual, adds considerably to his contact work. They are popular in the community. In sum, this employee is a proven case officer who is about to take on managerial responsibility; he has every qualification to do equally well in this field.

Continuation of Section D., Item 3. (Comments by Reviewing Official)

and correctly, has indicated as having some rather strong weaknesses. However, this comment should not be construed as indicating lack of aggressiveness in Subject. He is, in fact, very aggressive in developing operational contacts and in making recruitments. In sum, Subject is one of our best all-around officers with a great breadth of experience, a fine potential for growth, his sharp intelligence coupled with unusual discipline. We shall miss him and his wife and are certain he will do well in his new post.

				EMELOTES	SERIAL NUMBER
	FITNESS REPORT			6280	ษับ
ECTION A		GENERAL			
1. NAME	(Last) (Piret) (Middia)	A. DATE OF BIRTH	3. SE 4	4. OMADE	8, 80
Keenan,	Thomas J.		M	GS-13	D
Ops Off	- 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	DDP/WH/3	IN SEIGHMENT		STATION
	PE OF APPOINTMENT	10CHECK (A) TYP		Bogo	t n
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CTION B	PERFORM/ Performance is unacceptable. A rating in this set	INCE EVALUATION			
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	work as to warrant special recognition.				
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Reviewed by OP/SPD/PPH

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SECTION C	NARRATIVE COMM	to the second of
overall performance. Save ways on fereign language comperence, if busis for determining future personners the use of personner, space, on Section C, attach a separate short contribution to the ness report continu	required for current position. Amplify nel action. Munner of performance of minment on performance of minment on the commented of poper. This officer constants. The narrati	tion keeping in proper perspective, their relationship to armance. Give recommendations for training. Comment or explain tatings given in Section B to provide best analysis of the provide best analysis of the provide best consciousness, it applicable, if elvo motes is maded to complete tinues to make an outstanding ve comments of the provious fit-loyee whe, despite the well-know has maintained his drive and
		ogress in entertaining and the Colombian (continued)
developing a wide r	ange of contacts in o	
SECTION D	CERTIFICATION AND C	UMMEN 19
1.	ERTIFY THAT I HAVE SEEN SECTIONS A	B. AND C OF THIS REPORT
	BIGNATURE OF EMPLOYEE	
DATE	/s/ Thomas J. Keenar	ing the state of t
13 February 1970	no dipenviso	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT DEEN SHOP	N. TO EMPLOYEE, GIVE EXPLANATION
7077	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PHINTED NAME AND SIGNATURE
DAYS		/s/wallaco A. Mills
13 Robruary 1970	Ops Officer	
1	BY REVIEWING OFF	The second of the Number of th
COMMENTS OF REVIEWING OFFICIA	I fully concur with	the rater's evaluation. Subject
is the strongest of tions officers I have call your atten	ave encountered in my tion to HLBT-4028, dated that he be promoted	19 years with the organization. ed 25 February 1969, in which we promptly to GS-14. We reiterate
this recommendation	ect to keep officers	of this caliber we must move them
Trong. Tam Mos.	elears who has	O THE DOLUMENTAL OF PRANCE
the luxury of slig	utiuk örircer	the potential of Subject.
the luxury of slig	UTING OTTION	
the luxury of BIE	######################################	
the luxury or BILE	OFFICIAL TIFLE OF HEVIENING OFF	

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FITNESS RÉPORT		EE SERIAL NUMBER
SECTION A	ENERAL	
1. HAME (Lest) (First) (Middle)	A. DATE OF BIRTH D. SER 4. GRADE	
Koonan, Thomas J.	7. ppp/DIV/BR OF ASSIGNMENT 8. CURRE	T BTATION
Ops Officer	Dan June Jo	ota
P. CHECK (A) TYPE OF APPOINTMENT	10. CHECK (A) TYPE OF REPORT	
CARSEN		SSIGNMENT BUPERVI
CAREER-PROVISIONAL (See Instructions - Section C)		ASSIGNMENT EMPLOY
IPECIAL (Specify):	12. REPORTING PERIOD (Prom- 10-)	
	1 April 1968 -31 M	arch 1969
ECTION B	ICE EVALUATION	
A - Adequate Performance meets all requirements. It is encetted. P - Proficient Performance is more than earliefactory. Deal S - Strong Performance is characterized by exceptional O - Quastanding Performance is so exceptional in relation to	ed results are being produced in a proficient proficiency: equirements of the work and in comparison to	manner
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1. Programme de la company de la company La company de la company d	FIC DUTIES	
anne, in which employee perioras EACH specific dary. Const lik supervisory responsibilities MUST be roted on their obility PECIFIC DUTY NO. I		
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Assists COS as DeFacto Ops Chief		0
ECIPIC DUTY NO. 9		RATING
		LETTE
Supervise one Intel Assistant		S
BCIFIC DUTT NO. 4		RATING
		LETTER
Agent Handling		· · · · · · · · · · · ·
RCIPIC OUT (PA) B		HATING LETTER
Development of new contacts and Re	Cruitment () A see the comment	8
ECIPIC DUT / NO. 0		RATING LETTER
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	CE IN CURRENT POSITION	
		RATING
ke into account everything about the exclosion which influence mance of operation duries, productivity, conduct on job, conticular limitations or talents. Based on your knowledge of a cothe letter in the rating box corresponding to the statement of the letter in the rating box corresponding to the statement.	erotiveness, pettinent personal fraits of hub nologies's overall performance during the rat	its, and ing period,
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JECTION C	NARRATIVE COMMENTS
Indicate significant strong overall performance. State on foreign language compet	this or medknesses demonstrated in current position keeping in proper perspective their relationship to
Section C, attach a separat	25 equipment and funds, must be commented on it applicable. If the land and cost consciousness
1 10 10 1	DIGERITO to mytho a mile
Drovo during	ng performer, Subject has continued to mature and im-
I the Station's	one vetting took over
them extremel	wat i was handling
July ha oggin	AN LUALLE WALKER IN TRANSPORT MAY LEAD ON The Outle-lack when
program and h	as done an outstanding job, of keeping abreast of REDTOP
despite a ser	re and exploiting those opportunities which have occurred
tinuing to di	ect At the same time he is con-
and still	found time to dove lon another
tagra reflect	up to its final stages of implementation. These
is giving an	verall outstanding the and reliance on Subject who
Subjection	
dynamism and a	n ability to grasp the major elements of any task and ickly and intelligently we is
meli buring manute them qu	ickly and intelligently. He is personable and mixes
h18 contacts t	broughout It
developing the	that and selecting and
this by his wi	fe who is attractive, has excellent Spanish and is a
great addition	to his work.
SECTION D	Cont'd
	CERTIFICATION AND COMMENTS BY EMPLOYEE
	CERTIFY THAT I HAVE SEEN SECTIONS A. B. AND C'OF THIS REPORT
4 Feb. 1969	
4 reb. 1969	/s/ Thomas J. Keenan
ONTHS EMPLOYEE HAS BEEN NOER MY SUPERVISION	BY SUPERVISOR. IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
	MEN HOWN TO EMPLOYEE, GIVE EXPLANATION
ATE	
	OPPICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE
4 Feb. 1969	
	Ops Officer, DCOS /S/ Wallace A. Mills
MILENTS OF REVIEWING OFFICE	ALCOHOLOGICAL TO THE PROPERTY OF THE PROPERTY
nto the category	curs with above appraisal. Subject definitely falls
Ommon operational	fudgment bushes of Station material. He has un-
f priorities, han	lles neonle well and sense
ing well liked ve	t 14 m Party of
it diminishing his	efficiency. Although respectful to his superiors he
cecisive. An ex	cellent family man he has no bad habits. His wife is
r promotion to GS	to him in his work. COS intends to recommend subject
ct's ability and	potential should be besset that men of sub-
years old next J	
	TIPED OR PRINTED HAME AND SIGNATURE
Feb. 1969	Chief of Station /5/ Dino J. Pionzio
	SECRET

Continuation of Fitness Report - Section C.....

Subject accepts new responsibilities readily; he shows initiative and has imagination; he displays reasonable cost-consciousness, and reacts well to supervision. Above all, Subject is energetic, recognizes priorities, and gets things done.

This man is an outstanding officer who is enthusiastic concerning WOFIRM work, and should continue to be given additional responsibilities and the grades and titles that go with such responsibilities. Director of the REDTOP program in Bogota is a major step forward, but we have just completed the preparation stage. With the success we expect him to have during the remainder of his tour, Subject should be ready to assume a position as deputy chief of an equivalent Station. At this time there are no apparent limitations to Subject's prospects. In recognition of his outstanding performance and solid potential subject is strongly recommended for early promotion from GS-13 to GS-14.

Continuation of Fitness Report - Comments by Reviewing Official

he is progressing with our other outstanding officers in the same age group.

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Annex to Fitness Report

Section C. continued

This employee has a cheerful disposition and gets along well with his collectures. His williagness to help out others certainly contributes to the smooth functioning and pleasant atmosphere at the Station. The only criticism, and a minor one indeed, is that this employee, with the many positive assets he has (including his wife who speaks fluent Spanish), could be more forceful in the field of developing new assets of operational interest to the Station.

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	FITNESS REPORT			ъ,	EMPLOYEE BEN	•
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NARRATIVE COMMENTS

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on lovely language competence, it required to current position. Amplify or explain totings given in Section B 1d provide best best for determining utture personnel action. Manner of performance of managerial or supervisory duties and cost constituents in the way of given in needed to complete section C. attach a report of heat of paper.

This officer's duties remained the same as during the officer rating period and he has continued to discharge with the same high degree of effectiveness, industriousness and cheerful heast, low that he has been under my supervision for 16 months, I find my first impressions - reflected in last year's fitness report - confirmed to the effect that subject is a strong officer possessing all the necessary qualifications for exceptional growth potential.

In dealing with Branch personnel, who often are senior to him in grade, age and experience, subject conducted himself with great tact and discretion, yet with sufficient firmness to achieve the desired results. In reviewing the PI projects of the Division he has demonstrat ed that he has a good sense for values, an appreciation of counterintelligence and security factors and a proper degree of cost conscious ness.

Subject did an excellent job at the staff level and has kept well on top of a very heavy paper flow. He is well-disciplined in his personal and working habits without losing his sense of humor, inquisitiveness and enthusiasm. All in all, a very fine fellow to have next to you.

SECTION D	CERTIFICATION AND COMME	NTS -
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Mr. Keenan has been only a month on the job hum bas wortched in so vigorously that he has made a more definite impression than would ordinarily be given one in a month's time. The work here and the cases he has been dealing with are unfamiliar to him but I have found him very quick to absorb a briefing, able to ask the right and most searching questions, and fast at absorbing the key elements of a case

and defining the "problem" from reading of a case file.

He is in the process of learning his present job but he is learning quickly and I have developed a feeling of confidence in passing things to him to "look at" or to do. I have not seen enough of his writing to make a judgment of his analytical ability or of the

clarity with which he can put ideas forward.

He has a good manner, is energetic, responsive, and bright, and his attitude is thoughtful and perceptive. I would assume that he would be a year or so in his present position and his assignment after that should be tied to his next overseas post. I feel he shows the qualities and interest (and has the experience from his time in Mexico) to work against our hard and serious targets: the Soviet and their collaborators of the bloc, and I suggest his future be pointed in that direction. He can learn a great deal about work against these targets in his current position.

SECTION D	CERTIFICATION AND CO	MAINTE
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SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training, Comment on feweign landurgs completely. It required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described; if

Subject's duties and responsibilities as an Operations Officer are characterized by managerial and supervisory responsibility for several important operations. Although subject's grade (GS-10) is considerably below that of all other Station Operations Officers, it is noted that his duties, responsibilities and authority are comparable to those possessed by officers with two to four grades higher rank.

Subject is a mature, competent, conscientious and thoroughly dependable officer who always performs his assignments in an excellent manner and willingly assumes responsibilities which are usually associated with officers of higher rank.

Subject does not have any significant weaknesses. His command of the Spanish language is entirely adequate for most operational needs and is continually improving.

Based on subject's personal qualifications, his past performance and his very weighty and important operational responsibilities, it is strongly and urgently recommended that subject be promoted to at least GS-11 and that subject he promoted to at least GS-11 and that

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2.		BY SUPERVISOR	
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5 August 1962	subject employee was promoted from	

Chier, Central Cover Group

cc: Operating Component Compensation and Tax Accounts Branch

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Subject carries out his assignments with a minimum of supervision and is very willing to accept responsibilities of any type assignment to him.

Subject is rated very highly in Section B of this Fitness Report and this has been done because Subject has earned these ratings in his own right and in comparison with the work done by other Case Officers at this Station.

It is strongly recommended that Subject be given special consideration for promotion. It would be unfortunate for KUBARK to lose a man of this calibre through neglect of his career promotions. In addition to this superior work, Subject is the head of a family of six (§). As a result of his low salary, he is relegated to an inferior standing in the local society, based upon what a man can acquire through his earnings. Subject's contacts and currently high standard operations require that he spend and appear to be making considerably more than he is currently paid by KUBARK, It would seem unreasonable for KUBARK to expect a man of this calibre to make high level contacts and yet not be able to represent himself as a man in the economic level which his responsibilities represent.

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SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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Subject is a young, aggresive case Officer assigned in his Called since 3 Pebruary 1960. Prior to his assignment to this post, he was a joir. Subject's greatest strength lies in the fact that he is extremely willing to undertake any task assigned to him regardless of its desireability, difficulty or the project; a time consuming properties. Once given an assignment, Subject requires a minimum of supervision. Subject is especially suited to new assignments because of his adaptability to new circumstances. Subject's worst handlesp is his youth coupled with his low grade in respect to the supervisory responsibilities assigned him. It is believed this person is a good candidate for advancement in view of his outstanding performance at this Station.

It will be noted that Subject is rated very highly in Sections B, C and D. These ratings are well carned by Subject in his own right and are even more pronounced when considered in respect to the performance of other more senior officers at this Station.

SECTION F	CERTIFICATION AND CO	MENTE
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" l'ea	ortify that I have seen Sections A, B, C	D and F of this Report
19 December 1960	SIGNATURE OF EMPLOYES /8/ Thomas J. Keenan	
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BERN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO	DEMPLOYEE, GIVE EXPLANATION
10 months		
	IF REPORT IS NOT BEING MADE AT THIS T	ME, GIVE REASON.
EMPLOYER UNDER MY LUPER	VISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST PO DAVE
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
19 December 1960	10/PI	/s/ Frank R. Estancona
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DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED ON PRINTED NAME AND SIGNATURE:
19 December 1960	Chief of Station	/s/Minston M. SCOFT

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Office Memorandum . United States Government

TO | Director of Personnel

DATE: 3 MAR 1959

FROM : Director of Training

suspect: Summary of JOT Career of Thomas J. Keenan

1. Statement of Transfer

Junior Officer Trainee Thomas J. Keenan has been reassigned from the T/O of the JOT Program to the T/O of Wil Division effective 25 January 1959. Following is a summary of the accomplishments of Mr. Keenan while he was a Junior Officer Trainee.

2. Basis for Selection by JOTP

Reenan came to the Agency on the JOT Program at OS-7 on 20 May 1957. He received his B.A. in History from Marquette in 1953. He spent four years in the Navy as a Lieutenant. He was a Commo officer, having supervision of thirty men. His high motivation - he turned down an 18 month training program with IBM - coupled with his fine personal attributes, made him appear to be a good JOT candidate.

3. Formal Training

After EOD Keenan attended IOC from 27 May to 21 June 1957, receiving two Excellent evaluations. From 24 to 28 June he was on interim assignment in FBID. He attended ITC from 1 to 28 July where he earned three Excellent grades. From 28 July to 23 August he was assigned on an interim basis to hE/Spain. From 26 August to 27 September he was registered in a special TSS course. He gained good ratings. After an interim assignment to the CI Staff for one month Keenan was attached for on-the-desk training to NH/1 on 8 January 1958. In March he entered the Operations Course, where he continued until 7 June. In this course he received four high satisfactory and two medium satisfactory grades.

4. On-the-Deak Fraining

Cn-the-desk training for Keenan in MM/1 was largely as assistant to the desk CS and FI Officer. In January 1959 he took over as Chief of the Costa Rican desk.

5. Evaluation of the Subject's Training

Keenan's evaluations in formal training have been uniformly commendatory. The ITC instructors found that "although he was a bit slow in adjusting to the requirements of the course, during the last two weeks he showed definite progress...his final briefing was excellent...pleasant young man, interested and cooperative...gives promise of being a sound intelligence officer". In the CC his work was good - "performance was highly satisfactory...in face-to-face practical exercises he was effective...acquired a highly satisfactory understanding of the various kinds of Agency operations, revealing a particularly thorough knowledge of CI concepts and methods".

On the desk he proved to be "intelligent, alert, conscientious...enthusiastic and imaginative...gets on well with his co-workers and takes a healthy point of view toward his assignments. His motivation is high.

6. JOTP Opinion of the subject.

Keenan has always made a good impression. He has worked diligently, has made for the smooth operation of the Program, and has received commendation from his supervisors on the desk. It will be very surprising if Keenan does not prove to be a solid, effective officer who will make good progress in the Clandestine Services.

Matthew Band

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		FITNESS REPORT (Part II) POTENTIAL	;
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inticare fur arrepeinate mongen ge wonrug fur FLB 13_3 ON PH 158 eight A COMMENTS CONCERNING POTENTIAL Subject is at present highly motivated and will undoubtedly remain so if he is given challenging work to do. He is equipped intellectually and emotionally to do fine work if his motivation remains. His potential for a good Agency career is high. SECTION H. FUTURE PLANS TRAINING OR OTHER DEVELOPMENTAL EXPENSENCE PLANNED FOR THE INDIVIOUAL Subject is at present attached to M/3 for on-the-desk training for approximately a year prior to an overseas tour. 2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO DE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS SECTION 1. DESCRIPTION OF INDIVIDUAL DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job, interpret the words literally. On the page below are a series of statements that apply in some degree to must people. To the left of each statement is a box under the heading "category." Read each statement and insect in the box the category number which host tells how much the statement applies to the person covered by this report. HAVE NOT COSERVED TIPS HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE 4 16 4 1. APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
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TRAINING REPORT

OFFICE OF TRAINING

PUNCTIONAL TRAINING DIVISION

This certifies that	Thomas J.	Keenan (02600	(v) has
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for Supervisors held 28	- 29 March 1	977	. At the
conclusion of this two-day			4 4 4
able to describe the follow	ing:		

- a) The EEO Program and reasons for its existence;
- b) A supervisor's responsibility in implementing the program;
- c) The procedures for processing EEO complaints;
- d) The Agency's past record and the Agency's Affirmative Action Plans; and
- e) The significance of Upward Mobility, Federal Women's, and Hispanic Programs in the overall EEO Program.

FOR THE DIRECTOR OF TPAINING:

Course Administrator

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Remarks

Please add my thanks to Mr. Keenan for a job well done.



DEPARTMENT OF THE ARMY US ARMY WAR COLLEGE CARLIBLE SHRACKS, PENNSYLVANIA 17013

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Office of the Commandant

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Mr. George Bush
Director
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Bush:

I am pleased to report that Mr. Keenen, Central Intelligence Agency Civilian, was among those who successfully completed the course of instruction at the US Army War College during Academic Year 1976 and was awarded a diploma.

This report is my evaluation of Mr. Thomas J. Keenan during his attendance at the US Army War College from 4 August 1975 to 7 June 1976. Attendance at the US Army War College is based on a highly selective process, and only a very small percentage of all those eligible is chosen. The evaluations herein are made in relation to this outstanding group of individuals. No attempt is made to distinguish between graduates on a rank order basis.

Mr. Keenan was one of eight civilians (three from the foreign affairs community) in a class of 227. This total includes 187 Army, 16 Air Force, ten Navy, and six Marine officers of colonel or lieutenant colonel or equivalent Navy rank.

In a class structure such as that outlined above, the task of the civilian student at the USAWC is an especially challenging one. Working in an area outside his normal milieu, his was a dual responsibility. On the one hand, he had to acquaint himself in considerable detail with the military aspects of national security with which, in most instances, he has had relatively little, if any, previous experience. To accomplish this requirement, he did extensive background research in the areas of military policy, military atrategy, and defense management to keep abreast of his professional military colleagues. On the other hand, his foreign policy expertise was in heavy demand by his military colleagues. In consequence, his contribution to various international relations aspects of seminar group efforts tended to be disproportionately large: Moreover, as the sole civilian voice in a seminar group of fourteen highly experienced military officers, he also ensured that adequate weight was given.

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Office of the Commandant Mr. George Bush

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to civilian viewpoints in the group's discussions. Much, therefore, depended on his ability to develop rapport with his military colleagues and on his intelligence, knowledge, skill and persuasiveness. In a very real sense he was a teacher as well as a student.

Among the objectives of the curriculum is enhancing the competence of selected officers to assume command and leadership responsibilities and to function in key staff assignments in major Army, joint, and combined headquarters and in planning and policymaking positions at the seat of government. To achieve this and related objectives, the curriculum consists of three major segments: The Common Overview, the Electives Phase, and the Military Studies Program. The Common Overview segment includes four courses: The United States and the World Environment, Command and Management, Strategic Military Studies, and the Military Strategy Seminar. In the Elective Phase, students take at least four elective courses out of an offering of 54 courses. The large number of selections provides an opportunity for students to tailor the curriculum to meet professional needs. Participation in the Military Studies Program is optional and can be substituted for one or more electives, depending on the scope of the research subject selected. In addition, the ten-month curriculum includes voluntary programs and field trips.

Nr. Keenan acted as assistant seminar group chairman in the core curriculum course entitled, "The United States and the World Environment." He and one other student edited the final seminar report, and he wrote that part of the report dealing with US policies in the Western Hemisphere, including an excellent treatment of the Panama Canal negotiations. Mr. Keenan was also assistant seminar group chairman during the "Strategic Military Studies" course, and again his facile pen was put to good use on the editorial subgroup. His calm, steadying approach to issues won the respect of his military colleagues, and his extensive knowledge of Latin America was particularly valuable to the group's deliberations. In the "Military Strategy Seminar," Mr. Keenan proved himself an excellent student of strategy and an articulate, well-prepared debater in the seminar discussions.

In the electives phase Mr. Keenan took four courses (the required number): "The Power Potential of Developing Nations," "Contemporary Issues in US Foreign Policy," "Strategic Issues of World War II," and "Third World: Dynamics of Social Change"; he nudited "Latin America: Power Structures and the Current Scene." Mr. Keenan prepared carefully for his elective courses and contributed his views in a concise, orderly manner.

Since the vast majority of the Army War College student body live together on the post, a very important part of the overall War College experience is the social and extracurricular interaction which takes place outside the lecture hall and the seminar rooms. Some civilian students at the Army War College need considerable time to adjust to the military subculture, but Mr. Keenan enjoyed a relaxed camaraderic with his military colleagues

Office of the Commandant Mr. George Bush

from the beginning. Somewhat quiet and reticent by nature, Mr. Keenan nonetheless was enthusiastic about the College's many offerings in his own low-keyed way. This soft-spoken demeanor masked a tough competitor, whether it was in seminar discussions or on the tennis courts, where he was a member of the Army War College team. Clearly, he was popular with his classmates and respected by them for his professional attainments and his personal qualities.

In the Army War College classes with which I have been personally familiar, Mr. Keenan is the first of his agency's representatives who had regional, as contrasted with functional, expertise. Mr. Keenan's thorough knowledge of Latin America made him a valued member of the class and a distinct contributor.

Mr. Keenan's demonstrated capacity to work effectively and cooperatively with officers of the military services and other civilian agencies would, I hope, be factored into the consideration of his onward assignments.

A statement specifically regarding estimated "general officer or equivalent civilian supergrade" potential has been intentionally omitted from this and all AY 76 reports. The evaluation system for USANC students is designed principally to portray the student's aptitudes, capabilities, accomplishments, and progress within an academic environment. This does not provide an adequate basis for rendering a finite evaluation on general officer or equivalent potential, although it does not preclude making tentative judgments as to the abilities of the "whole man."

Sincerely,

DeWITT C. SMITH, JR Major General, USA

Commandant



DEPARTMENT OF THE ARMY US ARMY WAN COLLEGE CARLISLE BARRACKS, PENNSYLVANIA 17013

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Office of the Commandant

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Sincerely,

DeWITT C. SMITH, JR . Major General, USA

Commandant

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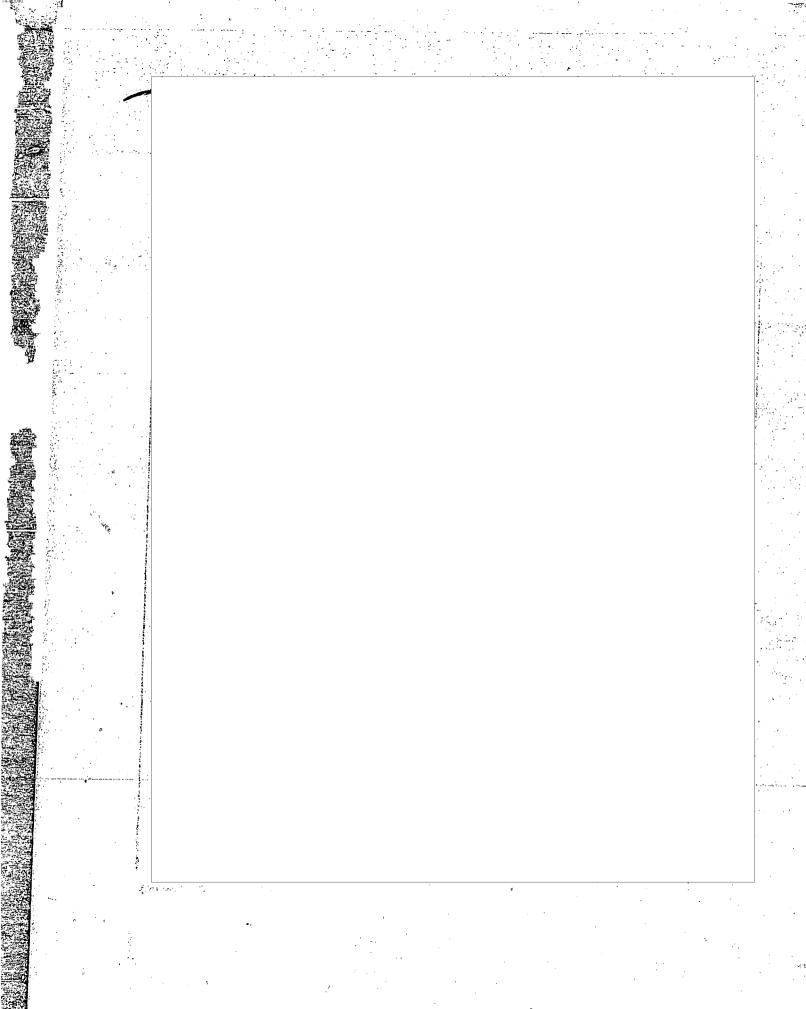
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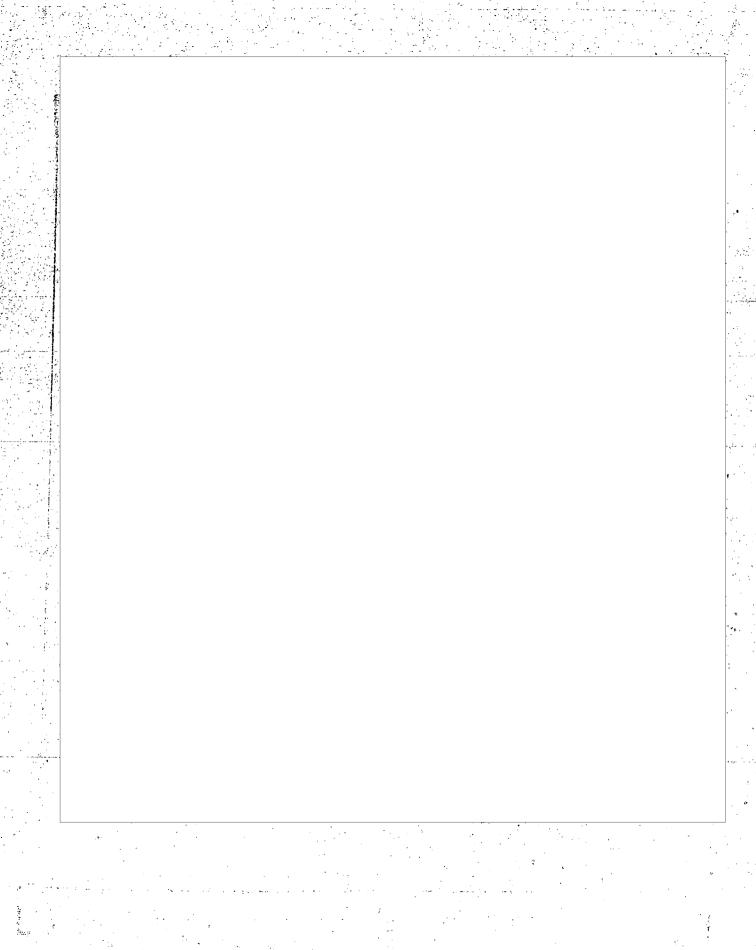
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til apprenter for hert abergnmenter ... TIA. DESCRIBE BRIEFLY THE TYPE OF BORR YOU. BOULD PREFER FOR NERT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 8 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE. INDICATE YOUR CHOICE. For career development based on my age, grade and experience I would prefer that my next assignment be that of a Deputy Chief of Station. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR MEXT REGULAR ASSIGNMENT BY INSERTING 1. 2. & 3 (for feet and fro choice) in remaining boxes.

COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR MONTHS AT CURRENT STATION TO BE ASSIGNED TO HOUSE FOR A TOUR OF DUTY! INDICATE YOUR CHOICE OF DIVISION. THE OR OFFICE. BE ASSISTED TO ANOTHER ACTO STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION IST CHOICE BURNOR ALLES 2ND CHOICE LIMA JAD CHOICE SEN JOSE RETURN TO MY CURRENT STATION TO BE COMPLETED BY FIELD STATION 12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR HEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS HEXT ASSIGNMENT AND TRAINING. The Station heartily endorses this employee's preference statement in tion 11 above. This man is an experienced, professional and highly motivated officer who has now proven his ability many times over. In the interest of his own continued development as well as that of the organization he merits consideration for assignment as a DCOS at a station or a very senior executive position TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE. HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT. INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING. Mr. Keenan has been approved per DDP 26 Feb 1971 for assignment as Deputy Chief of Station, Lima. DATE 4 Mar 71 H. L Berthold -SIGNATURE FOR USE BY CAREER SERVICE 14. APPROVED ASSIGNMENT 19. EMPLOYEE NOTIFIED BY DISPATCH NO. CABLE NO. ___

SECRET

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SERVICE ABROAD AGREEMENT

1. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION II BELOW AND THAT THE GOVERNMENT IS DULIGATED TO RETURN YOU. YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD. YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE 12 MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ABBITVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOUR YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU ENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED TOWN FOR DUTY ABROAD YOU ENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIAL'S DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT; THEY MAY WAIVE THE REIMBURSE-WHICHEVER IS APPLICABLE.

IF ELIGIBLE UNDER THE TERMS OF HR 20-30. YOU WILL BE GRANTED HOME LEAVE AS SOON AS LT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RESULT OF THE UNITED STATES IMMEDIATELY AFTER HOME LEAVE OR UPON COMPLETION OF AN ASSIGNMENT IN THE UNITED STATES.

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL BE AFFORDED ALL NORMAL RECOURSE IN APPEALING DECISIONS MADE PURSUANT TO THIS AGREEMENT.

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1	11. PRETERFACE, FOR HERT ACCIONNENT.
	ITAL DESCRIPT ON THE TYPE OF WORK YOU BOULD PREFER FOR BEAT ASSESSMENT IF DEFFERENT FROM THAT EMPICATED IN THE HOLD BEAUTH HOLD THAN ONE PREFERENCE, INDICATE YOUR CHOICE.
	In Field: DCOS at large Station or COS at smaller Station.
	At Hqs : Rotational assignment to another component or Deputy Branch Chief in WHD
ľ	118. INDICATE IF YOU DESINE TO FATEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR REET REQUIAR ASSIGNMENT BY INSERTING 1, 2, 8, 8 (for let, 2nd, and 3rd choice) in Remain IND BOXES. COMPLETE ALL ALTERNATE EMOICES AND OFFICIES IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR
	E EXTEND TOUR 10 MONTHS AT CURRENT STATION TO 1 AURUST 1974
	DE ASSIGNED TO HESTES FOR A TOUR OF DUTY: INDICATE TAUR CHOICE OF DIVISION, STAFF OF OFFICE.
	DE ASSIGNED TO CHOICE BUENOS ALTOS PAD CHOICE CHOICE OF GEOGRAPHIC AREA OF
	ACTURN TO MY CURRENT STATION
	TO BE COMPLETED BY FIELD STATION
Į2	IN CONSIDERATION OF THE EFFERIENCE AND PERFORMANCE OF THE EMPLOYEE AND MIS PREFERENCE FOR MENT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.
1	Concur in Subject's extension here as DCOS until August 1974. He is doing an effective job at this level and the extra time at it will be good for both his growing capabilities and for the Station's operational program.
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3	TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE
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: .f	MH Division concurs in Mr. Keenan's request for a ten menth extension of his current tour to 1 August 1974. He was notified of this approval by HPLS-3216.
	DATE 29 Mar 73 THE C/HH/POTS SIGNATURE
	FOR USE BY CAREER SERVICE
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3.	EMPLOYEE NOTIFIED OF DISPATCH NO. MPLS-3216 DATED. 14 Feb 73
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TRAINING REPORT

Chiefs of Station Seminar No. 3-71

Participant: Keenan, Thomas

Office: WH

Grade : 14

COURSE OBJECTIVES, CONTENT AND METHODS

The purpose of the COS Seminar is to assist newly designated Chiefs of Station, Deputy Chiefs of Station and Chiefs of Base to prepare themselves for their field assignment.

The Seminar is conducted as a series of open discussions with senior officers drawn from the offices, staffs and operating elements of all Directorates of the Agency. The intent is to provoke an exchange of views and sharing of experiences as well as to provide information on current policies, procedures, services and operational goals.

A folder of selected reading material is provided to each pariticpant in advance of the Seminar, which is designated as related reading in preparation for specific sessions in the schedule.

ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:

JUL 1971

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SERVICE ABROAD AGREEMENT

1. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION IT BELOW AND THAT THE GOVERNMENT IS OBLIGATED TO RETURN YOU. YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE I'S MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ARRIVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOUR YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU ENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIALS DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT, THEY MAY WALVE THE REIMBURSEMENT OF EXPENSES ALREADY INCURRED, OR AUTHORIZE YOUR RETURN TRAVEL AND TRANSPORTATION.

IF ELIGIBLE UNDER THE TERMS OF MR 20-30, YOU WILL BE GRANTED HOME LEAVE AS SOON AS IT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RETURN TO SERVICE OUTSIDE THE UNITED STATES INMEDIATELY AFTER HOME LEAVE OR UPON

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL B AFFORDED ALL NORMAL RECOURSE IN APPEALING DECTSIONS MADE PURSUANT TO THIS AGREEMENT. WILL BE

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7. RUMBER AND AGES OF DEPENDENTS THO TILL TRAVEL TITH YOU.

Total 7 dependents: Ages-

6: PERSONAL CIPCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEET ASSIGNMENT.

CIST YOUR MAJOR GUTIES DURING CURRENT TOUR (see special note on transmittal form).

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Clandestine Services Review, Short report writing review course

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	OR WEST ASSIGNMENT.
IN ITEM NO.	P ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.
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WH r	ecommends Mr. Keenan be approved for home leave in
June	1969 by a second tour in Bogota.
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demonstrated considerable planning and leadership ability which the station has tried to develop by placing him in charge of Soviet and Bloc operations and using him as our informal Chief of Ops. His excellent judgement and professionalism has already earned him the respect and confidence of his colleagues as well as that of COS who values subject's advice greatly.

Carlo Santo

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ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

TO CC				

FOLLOW THESE GENERAL INSTRUCTIONS:

Fill in BOTH COPIES of the form. Type or use Do not detach any part.	Defore you fill in the form.
9 FILL IN THE IDENTIFYING INFORMATION BELOW	(please print or type):
AAME: (last) (first) (middle)	DATE OF BIRTH (month, day, year) SOCIAL SECURITY NUMBER
KEENAN Thomas John	
EMPLOYING DEPARTMENT OR AGENCY	EUCATION (City, State, ZIP Code)
MARK AN "X" IN ONE OF THE BOXES BELOW (lo NOT mark more than one):
Mark here ELECTION OF OPTION	LE (IN ADDITION TO REGULAR) INSURANCE
WANT BOTH I elect the \$10,000 addition in salary, compen optional and Y	tional optional insurance and authorize the required deduction sation; or annuity to pay the full cost of the optional insurance is in addition to my regular insurance.
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Mark here WAIVER OF LIFE INSUR	ANCE COVERAGE
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SIGN AND DATE IF YOU MARKED BOX "A" OR "C" COMPLETE THE "STATISTICAL STUB!" THEN RETURN	FOR EMPLOYING OFFICE USE ONLY
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.	(official receiving date stemp)
SIGNATURE (do not print)	A Transport of State
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February 15, 1968	
ORIGINAL COPY—Retain in Official Personnel Folder	Sen Table of Effective Dates on Sect of Original

(When Filled In)

ILPORTINT

Central Processing Eranch has coon charged with responsibility (OP. 20-6-1 dated October 1961) for ensuring that all employees processing PC, to the field have reviewed the field version of the Employee Conduct Handbook. You will not be checked out for your proposed travel until you sign the followin; statement and return it to CPB. Your Personnel Officer can provide you with a copy of the Handbook.

HEROAL HOUL OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Fandboo!: 22-h, Employee Conduct, dated 30 July 1962.

('hen Filled In)

CO.TIDE TILL

ADM MISTRATURE - INTERNAL USE ONLY

27 May 1966

MEMORANDUM FOR: Mr. Thomas J. Keenan

THROUGH : Chief, WH Division

THROUGH : Deputy Director for Plans

SUBJECT : Certificate of Merit

1. The Honor and Merit Awards Board is pleased to notify you that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

- 2. The award will be presented to you at a ceremony to be held in the near future. Members of your family Agency associates and intimate friends who are aware of your Agency affiliation may attend the ceremony, although space may limit the number of guests to be invited.
- 3. A list of guests whom you would like to have attend the presentation ceremony and an indication of any specific time when you could not be present at such a ceremony should be forwarded through your Deputy Director to the Secretariat, Honor and Merit Awards Board, Office of Personnel.

ROBERT M. GAYNOR Recorder Honor and Merit Awards Board

Distribution;

Orig - Addressee

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MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Handbook 2014, Employee Conduct, dated 7 October 1963, and the information brochure for PCS returnees, dated May 1964.

Signature

TOHAS J. KEEL

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- 2. It is strongly recommended that this outstanding young officer be promoted basedictaly as suggested in Section B of the attached report.

Willand C. CERTIS

12 October 1961

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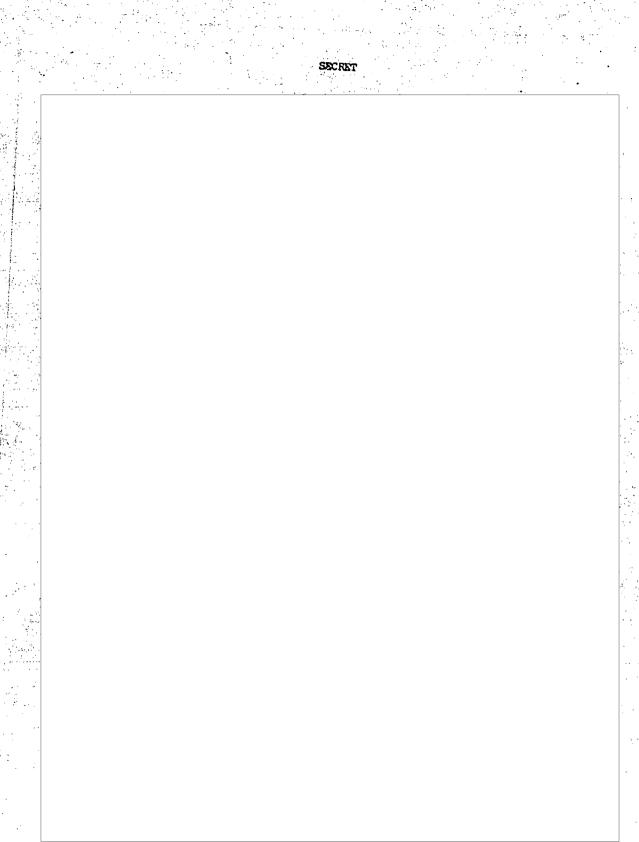
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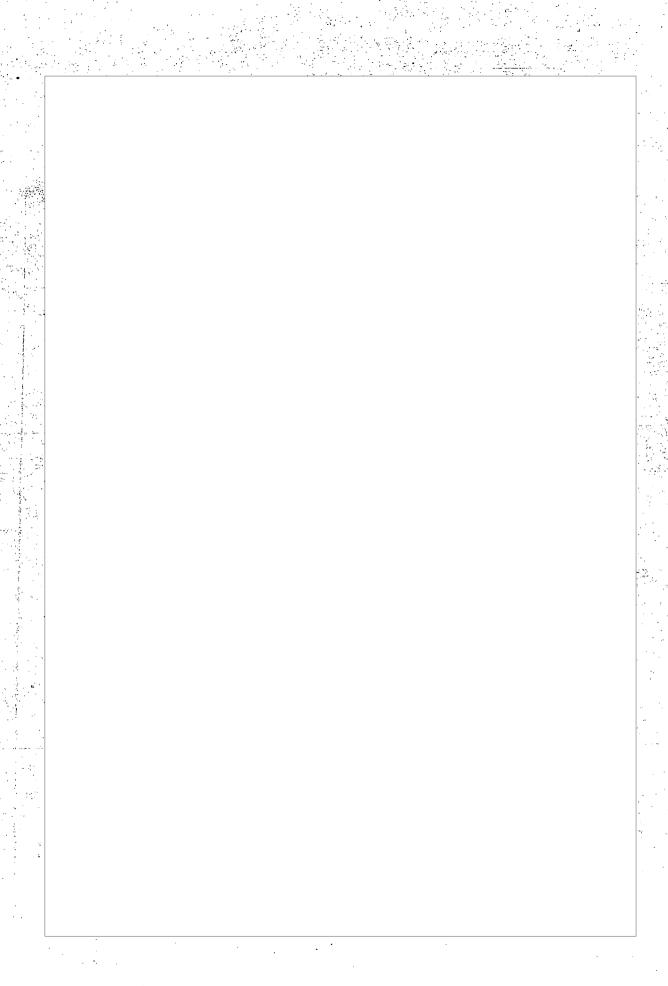
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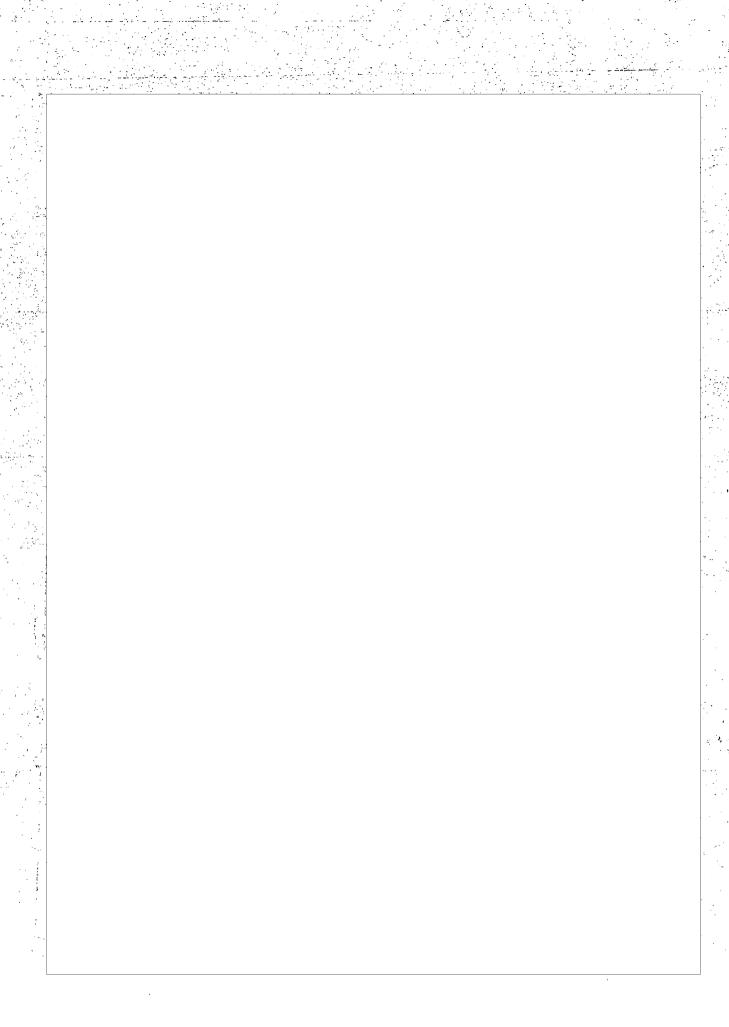
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MATCH 27 1958   PART 11-LANGUAGE ELEMENTS  SECTION A.  Renting (40)  1 CAN BEAD TEXTS OF ANY DIFFICULTY. OF A GENERAL NATURE OR THE FIELDS I AM FAMILIAN DIFM. USING ONLY. PARELY.  2. I CAN BEAD TEXTS OF MOST CRASCES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAN DIFM. USING DICTIONARY OCCASIONALLY.  3. I CAN BEAD TEXTS OF ASSESS OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAN DICTIONARY OCCASIONALLY.  4. I CAN BEAD SIMPLE TEXTS, SICH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY  5. I MAYE NO READING ABILITY IN THE LANGUARY.  SECTION B.  WEITING (41)	FIELDS I AM FAMILIAR WITH, USIN	i Girth		
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4. I CAN BRIFE PERSONAL LETTERS AND BUT BITH MANY GRAUMATICAL ESSENS.	SIMILAD SIMPLE MATERIA AND IN A VERY FORFICH,	L. MITH REASONAGEE AUKWARO SIYLE, USI:	SUCCESS IN CONVEYING MY MEANING NOTHE DECTIONARY RAFQUENTLY.	
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CONTINUATION OF PART II-LANGUAGE ELEMENTS SECTION O. Speaking (43) 1. I SPEAR FIRE TO AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS: I CONVERSE FREELY AND ADIOMATICALLY E SPERE TECHNICA AND ACCURATELY IN SERRE ALL PRACTICAL AND SOCIAL STRUCTIONS: I CAN CONVERSE IN MOST FIELDS 3. I GET ALONE SEETS WELL INSTRUCTIONS OF DATLY LIFE AND TRAVEL AND CAN CONDUCT BOUTINE BUSINESS IN PARTICULAR FIFIDS 4: I MANAGE TO GET ALONG IN THE WOST COMMON SITUATIONS OF DALLY LIFE AND THAVEL. 3. I MAVE NO ABOLITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS. SECTION E. Unbrotanting (44) L'UNDESSING NON TECNICAL CONVERSATION ON ALL SUBJECTS, DOTH FACE TO FACE AND ON THE TELEPHONE! I UNDERSTAND NEARLY EVERTOING & HEAR ON THE REDIO AND AT THE MOVIES, PLAYS, AND LECTURES. I UNDERSTAND NON-TECHNICAL CONVENSATION OF HEARLY ALL SUBJECTS, BOTH FACE TO FACE AND ON THE FELEPHONE! I UNDERSTAND WAST OF SHAT, I HEAR OF THE BADTO AND AT THE MOVIES PLAYS, AND LECTURES, INCLUDING MOST JORES AND THORESTAND RESIDENCE ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRIVEL, BOTH FACE TO-FACE AND ON THE TELE-I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE PELEPHONES I UNDERSTAND SOME OF SHAP E. I AM NOT REE TO UNDERSTAND THE STUREN LANGUAGE. BERGIE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED CHE NUMBER PER SECTION. PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (85) 1. I HAVE MAD EXPENSED AS A TANNESTON. I 2. I HAVE HAD EVPANIENCE AS AM INTERPRETEN 3. BOTH OF THE ARRYS STATEMENTS APPLY. 4. HOME OF THE VIEWS STATEMENTS APPLY PART IN-CERTIFICATION I CERTIST THE INFORMATION ABOVE IS THUC WIN ACCURATE TO THE REST OF MY ENGREDGE AND BELTEF.
THIS CERTISTICATION CONSTITUTES NY APPLICATION FOR A MAINTENANCE ARRON PROVIDED I AM ELICIBLE UNDER THE TERMS OF RECORD ATTOM WO. CR. 37%. PART 15(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE VARIABLE PROFILCIANCY TEST BEFORE COMMITTENANCE PROFILCIANCY TEST BEFORE COMMITTENANCE APPROVE OF THE DATE OF TESTING. ANNUAL MAINTENANCE APPROVE OUTLING THES FAMI. DATE SECRED Staverent " 27 March 1953 : 14.

Approx.

### S.E.C.R.E.T

### TRAINING EVALUATION

Operations Course No. 6

### I. IDENTIFYING DIFORMATION:

Numes Sex KEEVII, Trouxie John M	Dates of Courses 3 Mar 27 June 58	llo. of Students
Date of Births ECD Dates 20 May 1957	Orade or Hanks	Office: OTR/JOTP
r-vjected or Present Fosition (from Junior Officer Traince	n Request for Training	uated 16/10/57

### II. DESCRIPTION OF COURSE.

The Operations Course runs for sixteen wooks and is designed as an introduction to the basic fundamentals of clander into operations in the field. The course objective is to help the student learn and apply the principles and skills demanded of the field case officer. Emphasis is, therefore, placed on a practical work approach to clandestine tradecraft, agent handling, reporting and project management. The course also provides the student familiarity with the operational programs; i.e., FI, CI and PP, as well as with organizational support services.

### III. PERFORMANCE PECOLD:

The student's evaluation in the Operations Course is based on his understanding of clandestine operations as well as on his ability to perform field case officer tanks as observed by the staff over a period of sixteen weeks.

The standards set by the Staff for Satisfactory performance are high. Moreover, each Operations Course class is a carefully selected group of mature, intelligent, and able persons. Thus, it should be recognized that a gride of Satisfactory indicates that in the training situation the student understood or applied that subject of instruction in a competent manner.

The preponderance of grades fall within the Satisfactory range.

The performance of this student in each category of grading is indicated on the rollowing page by the stamped X's.

### SefeCallafat

		FAIL	POCR	ION: NID HIGH SAT SAT SAT	EXC	SUP
1.	Agent Acquisition and Management					
	. Interviewing Cover				*.	
4.	Clandestine Communications		10.0			79-97-32
5.	Roporting					
6.	Project Management					
7.	Claudestine Service Operations FI/CI/PP					

Mr. Keenan's performance in the course was highly satisfactory. Its performance in Claudes ine Communications, Project imagement and Claudes time Correletes the chart of excellent. In face-to-face practical exercises he saw affective, and was one of the best students of the class in a ZOEBH agent-recruitment exercise. In simpler, controlled interviewing and debricking assistant he was more effective than in exercises requiring more subtle directing and control of the agent. He developed a good understanding of field procedures, more particularly of project management, where he ranked in the upper one-third of the class. He operational reporting was better than his information reporting which was acceptable, but he made little improvement in it during the course. Fr. Keenan acquired a highly satisfactory understanding of the various kinds of Amency operations, revealing a particularly thorough knowledge of CI concepts and methods. He tied with one other student for the top grade on the CI examination.

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S-E-C-?-5-1

## S-K-C-!LK-T

## TRAINING REPORT

## CI PARTUANIZATION CON SE No. 1

	RANZ	
	<u>【1995年1998年 - 1997年 /u>	DATES OF COURSE
3	STAFF OR DIVISION	18 - 22 Bovenber 1957
	CAS JOSP	PRESENT POSITION

- I. Course Objectiven: increase awareness of the CI mission in relation to the Clandestine Services and the national security; provide an give theory and practice in CI methods.
- 11. Course Characteristics: The course is intended for junior personnel in the CI field, supervisory personnel who direct the work of CE material is precented by means of lectures, seminars, directed reading, as follows:

  Emphasis is on pathols. Course content is
  - A. Introduction: definition of terms, history and legal authority; CI responsibilities and relationships of DD/F to the intelligence
  - B. Foreign intelligence services: includes brief treatment of liginon
  - C. Mithods: the means of investigating and verifying; includes sources, reporting, records and records exploitation, analysis and
  - D. CI operations: types, basic principles, examples
  - E. Panel discussion (glestions and numbers)

## III. Certification of Course Completion

We Economical present throughout the course and submitted all papers required for the practical courseless. Does chowed commentable errors and a good explaining for one with little or as estual experience. He was an attentive listener and assemble pain a good deal from the course.

FOR THE DIRECTOR OF TRAINING

CI Familiarization Course

S-E-C-R-E-T

# TSS/PB/TRAINING DIVISION EVALUATION BASIC PHOTOGRAPHY No. 1

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a. Leica							λ	
b. Retina II C		,	Z	A	1			
c. Recordak		1			I .		3 : 2 : .	
II. Processing and printing.								
a. Film loading						E		
b. Film processing	<u> </u>					<u> </u>		
c. Enlarging				<u> </u>	X		<b>1</b>	<u> 193</u>
d. Reflex and contact printing	"							1,000
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b. Filiera			3 <b>X</b> 53.				1 1 1 1 1	1111
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c. BOOWU, portra lens, focus	slide							<del>,</del>
V. Ground pholography. a. Coverage							3	i deli. Lettua
b. Report							X	

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### S-E-C-F-E-T

## TSS EVALUATION

DIVISION

SUBJECT	(Besia)		
DATES TRAINED 3.13 De	sterior 1997		
EVALUATION:			
1. Comprehension of Princ	iples Good		
2. Alertness and Interest			
3. Operational Appreciation			
4. Manual Dexterity	Goca		
5. Care in Work	Good		
6. Aptitude	Cond		
7. Technician Potential	eachara		
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latings: Poor, Average, Goo	d, Excellent		
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VERT DESTRIBUTION	COVERT DIS	TRIBITION	
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- Officer of Ferguspel			

Salla Calla Call

## TES EPALUATION

NAME Thomas J. coors	DIVISION	105
SUBJECT		
DATES TRAINED 26 - 30 August 195		
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### Junior Officer Trainco

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Mr. Resman was a bit slow in adjusting to the requirements of the course, bat curing the last two weeks he showed definite progress in his grasp of the production problems. His oral presentations improved steadily, and his final briefing was excellent, both in substance and in presentation. Mr. Keenan is a very pleasant young man, interested and deeparative, and gives promise of boing a sound intelligence officer.

SECRET TRAINING EVALUATION -- INTELLIGENCE ORIENTATION 10 SECTION ICENTIFYING INCOMETION NAME OF STUDEN Reeman, Thomas J. 27 May - 21 June 1957 DATE OF BIRTH My 157 76.0 OTR/JOTP PROJECTED ASSIGNMENT OR PREBENT POSITIO Junior Officer Trainee CHARACTERISTICS OF THE COMME This course is presented primarily by lecture and reading; it also includes seminars and discussion periods. Each phase of the course is rated by a single multiple choice test. OBJECTIVES The objectives of the Introduction to Intelligence prase are: 1. To develop understanding of the mission and organization of CIA and its role in the intelligence community and the national recurity effort. To develop understanding of the functions of CIA components with responsibilities for intelligence, support and other activities. The objective of the Introduction to Communism phase is to provide a basic understanding of the Communist ideology and of the background; organization, activities and capabilities of the International Communist Movement and the U.P. STUDENT ACHIEVEMENT BATINGS The numbers placed in the columns below show how cary students received each rating. An asterisk(*) shows the rating this student receives. SUBJECT ...... INTRODUCTION TO INTELLIGENCE O 37 289 INTRODUCTION TO COMMUNISM 1 23 340 SECTION V COMMENTS INDICATE ANY STRONG AND BEAR POINTS OF THE STUDEST, OR ANYTHING THAT HAY HAVE SUILUENCED HIS PERFORMANCE IN THE FOR THE DIRECTOR OF TRAINING

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PERSONNEL QUALIFICATION QUESTIONNAIRE

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SEC. II. WORK EXPERIENCE

1. State the nature of duties performed with this organization, starting with your present position. Approximate dates (month and year) are sufficient.

Use a continuation sheet, if necessary, to adequately describe your duties.

	Description of Duties:
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. II. WORK EXPERENCE (CONTID.)

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sespecialized Language Competence: Describe involving vocabularies and terminology in the cations, and military fields. List the language	scientific, engineering, telecommuni-

SEC. IV.		

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

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1	Country or Region	Dates of Residence, Study	Was Aquired	hich Knowledge I (check (X) one)
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Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain,
coasts and harbors, utilities, railroads, industries, political parties, etc.,
gained as a result of study or work assignment. Include name of employer
or organization.

Country	Type of Knowledge	·	4 1 1 1	<u>. Štere</u>		
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SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

5kill	Per Cent of Time Used	Not Used	WPM (Approximate Proficiency)	Prefer Assi	gnment
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- 14 Page 1946			Machine 3. Speed	writing.	

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

	fication such as teachers, pilot, marine, etc.	2. Hobbies: List any hobbies such as sailing, skiing, writing or
		other special qualifications.
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List any professional or academic associations or honorary s you hold membership:	societies in which	
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EC. IX. INVENTIONS  Describe any devices you have invented as to ty and whether patented.	pe of work for wb	ich intended
Device		atented
	(1) Yes.	- (2) No
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EC. X. TESTS (Within present organization)  Describe below the type of tests which you have  Type of Test	taken,	Date Taken
		Date Taken
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C. XI. PHYSICAL HANDICAPS List any physical handicaps you may have.		
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C. XII. OVERSEAS ASSIGNMENT	· ·	
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XIII. WORK ASSIGNMENT		
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EC. XIV. MILITARY STATUS 1. Present Draft Status	<del> </del>	The state of the s	
Have you registered under the Selective Servi	ce Act of	1048 2 V	
If yes, indicate your present draft classificati		,,,o, 🔽 r	es
	.0	4	S
. Present Reserve or National Guard Status			
Do was a serve of National Guard Status			
Do you now have Reserve or National Guard S	tatus	Yes No.	
m yes, complete the following.			
1. National Guard		4.	
2. Air National Guard			, 10 July 1
3. Active Reserve Status (member of organi	ized unit		
4. Inactive Reserve Status			
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CENTRAL INTELLIGENCE AGENC	(Durces or divisio	Washington, D	.C.
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A. OATH OF OFFICE			
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(Date of entrance on duly)	M. Carrotter	(Pagnature of appointme)	
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## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismissal after appointment and is punishable by law.

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STANDARD FORM 144

BY AND ARD FORM 104

L. CIVIL SERVICE COMMISSION

FFM CHAPTERS LI, RL AND H STATEMENT OF PRIOR FEDERAL ! ILIAN AND MILITARY SERVICE AND DETERMINATION OF COMPETITIVE STATUS IMPORTANT: The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V. PART L-EMPLOYEE'S STATEMENT PART II THIS COLUMN IS FOR PERSONNEL OFFICE USE I. NAME (Lest, Bret, middle initial) & DATE OF BIRTH RETENTION GROUP KEENW THOMAS 10. A. CSC STATUS TYPE HO LIST. THE FOLLOWING INFORMATION CONTENING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (Do not include military envios.) B. TYPE OF PRESENT MAME AND LOCATION OF AGENCY II. SCRVICE YEAR DAY YEAR MONTH DAY YEAR DAY LIST PERIOD: OF ACTIVE SCRIVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES: IF YOU HAD NO ACTIVE 2011 BRANCH DAY YEAR Active MONTH DAY 12 1956 NOU HOW. 01 S. DURING PERIOUS OF EMPLOYMENT SHOWN IN ITEM 3. DID YOU HAVE A TOTAL OF NORE THAN 6 MONTHS ABSENCE DURING FERIOUS OF ERFORMENT STATES STATES STATES STATES DURING ANY ONE CALENDAR YEARS YES YES 12. TOTAL SERVICE IF ANSWER IS "YES." LIST FOLLOWING INFORMATION: 13. NONCREDITABLE SERVICE (Leave purposes only) (LWOP, Fuel, Sup, AWOL, Mar Mar) FROM TOTAL. YEUR MINON DAY MONTH'S DAYS A NONCREDITABLE SERVICE B. DURING THE FEDERAL SERVICE LISTED IN ITEM A DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS! TYES NO IS REEMPLOYMENT RICHTS Yes," in what agency were you employed at the time status was ecquired?) YES: NO IO. RETENTION RIGHTS 7. ARE YOU: A. THE WIFE OF A DISACLID VETERAN? YES SO.

D. THE MOTHER OF A DECEASED OR USAGE TO VETERAN. YES 100 TYES | 100 IT. EXPIRATION DATE OF RETEN-C. THE UNREMARKED WIDOW OF A VETERANT TEST TO Q. TO DE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS. I swear (or affirm) that the above statements are true to the best of my knowledge and belief. 20 Улу 195 Subscribed and sworn to before me on this 20thtay of ... SEAL

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INSTRUCTIONS. Tile this form on the participant side of the employee's official personnel tolder Immediately before or after the personnel action involved.

NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

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# SEE-CHEET

PENCRA DUM FOR: THOMAS J. KERNAN

SITURICT.

: Credit Reference

- 1. You are advised that the position for which you have been hired is of a sensitive nature and that TOU ARE NOT TO IDENTIFY FURNOSS.

  PUTPOSS.
- 2. You are to disregard that portion of the forday morning Personnel ECD Orientation and the Thursday afternoon Security Intraduction which authorizes certain personnel to identify themselves with this Agency, when necessary, for credit, rental agreement, and like purposes.
- 3. You will be advised by your Placement Officer As to the cover information necessary for proper job destification. If at any time cover difficulties are encountered you may arrange an appointment through your Placement Officer to use the Security Officer responsible for your activity.

6. M. STERME

G. H. STIMART

I have read the above and understand that I am not to associate myself with the Central Intelligence Apparey for credit reference or

30 May 1157

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# Testing Secrecy Agreement

I shall be perticipating in a testing program administered by the National Security Agency (ULA). I understand that other government agencies, including the Central Intelligence Agency (CIA), are associated with the NSA testing program and that this information is not for public use. Therefore, I agree to the following conditions with regard to this testing:

- 1. I will not divulge or reveal under any circumstances whatsoever any information with respect to testing procedures of CIA. Such information will enable the limited to, the types and contents of tests and quastionnaires, and information disclosed by examiners.
- 2. I will not reveal the fact that CIA is associated with the NSA testing program. I will not mention the name of the Central Intelligence Agency or any part of its program to the examiner or to any other person, including those participating is the testing. (The examiner is not a CIA official.)
- 3. If I am azked by a CIA official whether I have been tested, I will indicate only the date and purpose of the testing.
- 4. If inquiry is made by anyone other than a CIA official, I will give no information waterever about testing procedures. I will not even mention the fact that I sized this agreement.
- 5. If I am asked what government agencies I am being tested for, I will reveal only that I took the ISA tests.
- 6. This agreement is perpetually binding whether or not I am employed by

Signature of Acreement

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### SECRECY AGREEMENT



- 1. I am aware of the fact that the Central Intelligence Agency by reason of the sensitive nature of its work, must observe very strict security measures.
- Lagree to honor the requests of the Central Intelligence Agency relative to my application for employment or rendition of services whether it be accepted or rejected.
- 3. Lagree not to inform anyone that Lam being considered for a position in the Central Intelligence Agency, unless specifically authorized by a representative of the Central Intelligence Agency.
- I agree not to disclose processing procedures I have observed in the Central Intelligence Agency.
- 5. Lagree not to discuss by name or otherwise, any individuals with whom I have talked in the course of my application for employment to the Central Intelligence Agency.

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# Office Memorandum · UNITED STATES GOVERNMENT

C/Records & Services Division/OP

DATE: 2 APR 1957

Director of Training

SUBJECT: KKENAN, Thomas John - Confirmation of Request for Action at GS-7

The Medical Office has granted Thomas J. Keenan Full Duty/ Ceneral status. Please confirm the request dated 8 February 1957 to initiate action on Mr. Keenan.

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# CONFIDENTIAL SECURITY APPROVAL

Date: 19 April 1957

TO, Chief, Records & Sarvices Mvision

FROM: Chief, Personnel Office

FROM: Chief, Personnel

Your Refere C-7673 OTR

Case Number: 131718

SUBJECT, REGIAL, Thomas John

This is to advise you of security action in the subject case as indicated below:

Security approval is granted the subject person for access to classified information

Provisional clearance for full duty with CIA is granted under the provisions of Paragraph Dof Regulation 10-9 which provides for a temporary appoint ment pending completion of full security investigation.

The Director of Central Intelligence has granted a provisional clearance for full duty = th CIA under the provisions of paragraph Hof Regulation

Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.

Subject is to be polygraphed as part of EDD procedures.

CONFIDENTIA

FORM NO. 10-101

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